SAN JOSE/EVERGREEN COMMUNITY COLLEGE DISTRICT
AND
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION CHAPTER 363
Level III - Vice Chancellor

Instructions: If the grievant is not satisfied with the resolution at Level II, he/she may appeal to the Vice Chancellor or his/her designee within 10 working days of receiving the Level II response. (Reference Article 18.4)

Attach a copy of Level I and Level II responses.

Initiation of Level III Grievance

Grievant:________________________________________ Department:____________________________________
Job Title:________________________________________ Work Location:____________________ Phone Ext.__________
Date Level II administrator response received: ________________________________

I am not satisfied with the resolution of Level I grievance and I hereby appeal the decision of the administrator.

Grievant’s Signature:________________________________________ Date:____________________

Distribution: Original of Level III appeal to Vice Chancellor; one copy each to Union, immediate supervisor and designated administrator

Level III - Vice Chancellor Response

Instructions: The Vice Chancellor has 10 working days to investigate the details of the grievance and may meet with the employee or union if grievance initiated by the union in an attempt to resolve the issue. The Union shall be notified and a union representative may be present at the meeting if one is held.

Union representative present at meeting:
☐ yes Name:________________________________________
☐ No

Meeting Date If Held

Grievance Status (10 working days from date of receiving grievance to respond)
☐ Grievance was resolved at Level III.
☐ Grievance cannot be resolved at Level III based on the following reasons:

____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

Attach additional pages if needed to explain decision.

Vice Chancellor’s Signature:________________________________________ Date:____________________

Distribution: Original Level III appeal to grievant; a copy each to Union and immediate supervisor.
HRSG/sld/2-28-08