

**Sussex County Community College**  
**Policy No.: 200.45**  
**Area: Human Resources**  
**Adopted: January 24, 2017**

**200.45 Grievance Policy for Employees not covered by a Collective Bargaining Agreement**

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**PURPOSE OF POLICY**

To provide the opportunity to resolve an alleged violation of Sussex County Community College's ("College's") policies in order to maintain and preserve a positive and professional working environment for employees not covered by a collective bargaining agreement.

**GENERAL STATEMENT OF GRIEVANCE POLICY FOR EMPLOYEES NOT COVERED BY A COLLECTIVE BARGAINING AGREEMENT**

The College maintains a grievance procedure to provide those employees who are not covered by a collective bargaining agreement with an opportunity to voice work-related complaints without fear of reprisal. The procedures developed pursuant to this policy are also available to address allegations of discrimination or harassment based on race, color, creed, religion, sex, ancestry, national origin, pregnancy, age or disability or any other legally protected classification.

Retaliation against any employee who exercises their right(s) pursuant to this policy will not be tolerated.

An employee who knowingly makes a false accusation of prohibited discrimination/harassment or knowingly provides false information in the course of any investigation of a complaint may be subject to administration and/or disciplinary action. Complaints made in good faith however, even if found to be unsubstantiated, shall not be considered a false accusation.