

Resolving Workplace Issues

Employees who believe they have not been treated fairly or who have concerns about workplace matters, and who have not been successful in reaching a satisfactory resolution through discussion with their supervisor or vice president may discuss their concerns with a representative of the Human Resources Department. Employees who raise these types of concerns in good faith can do so without fear of retaliation.

For differences of opinion relative to performance evaluation, the judgment of the supervisor normally prevails. Employees have the right to include a rebuttal letter in their personnel file if they disagree with their supervisor's evaluation.

When resolving workplace issues, an employee may choose to be accompanied by a colleague who may observe and provide supportive presence but may not advocate on the employee's behalf. The accompanying employee may not be a relative or an attorney.