

### K.17 Timing Limitations Within the Mediation System and the Grievance Review Process

	<b>Action</b>	<b>Maximum Working Days</b>
a.	Original Decision or Action Announced/Discovered	Covered Member makes written request to the UGO for mediation 20
b.	Appointment of UM	5
c.	Objections to UM Appointment	5
d.	Decision to Mediate	UM must decide and provide notice to participants whether mediation efforts likely to produce resolution of grievable conflict 10
e.	Mediation Period	20
f.	Filing of Grievance Complaint	To be filed after mediation period or after notice that no mediation will occur 5
g.	Conference with Administrator	3
h.	Written response by Administrator	5
I.	File appeal to Hearing Committee	10
j.	Establish Hearing Panel	UGO reviews and sets hearing on request and selects Hearing Committee 10
k.	Hearings	10
l.	Decision of Hearing Committee	10
m.	Administrative Review	
	Provost	10
	President	20
	Board	