

# 1 Undergraduate Student-Employee 2 Grievances

3 Effective: 1997

4 Updated/Revised: September 05, 2012

5 Contact: [Office of Employee and Labor Relations](#)

## 6 Introduction

7 This policy outlines steps that student-employees can take to file employment-related grievances.

## 8 Policy Statement

9 Undergraduate student-employees are at-will and serve at the pleasure of the administration and  
10 may have the conditions of their employment modified or terminated for reasons other than cause. It  
11 is Iowa State University's policy that all campus employers will treat undergraduate student  
12 employees fairly within the terms of their employment.

13 Undergraduate student-employees have the right to appeal any action which they believe has been  
14 unfairly taken, by filing the Undergraduate Student-Employee Grievance Form (see Resources  
15 below).

16 Undergraduate student-employees may not be terminated in retaliation for reporting misconduct.

17 All undergraduate student-employees are encouraged to discuss concerns with their immediate  
18 supervisor prior to filing a grievance.

19 The Undergraduate Student-Employee Grievance Procedure (see Resources below) does not apply  
20 to claims of discrimination or harassment. For those types of claims, please see the related policies  
21 linked below.

22 The Undergraduate Student-Employee Grievance Procedure does not apply to issues related to  
23 general wage adjustment.

## 24 Resources

### 25 Links

- 26 • [Undergraduate Student-Employee Grievance Procedures and Form](#)
- 27 • [Discrimination and Harassment](#)
- 28 • [Sexual Misconduct, Sexual Assault, and Sexual Harassment Involving Students](#)
- 29 • [Non-Retaliation Against Persons Reporting Misconduct](#)
- 30 • [Appeals Process, Board of Regents Manual, 10.02](#)