days following the receipt of the written decision denying promotion. Within 30 days of the receipt of the request for explanation, the Provost' Office shall prepare a written response detailing the department or unit's criteria for promotion, the faculty member's record in relation to these criteria, and the Provost's full rationale for the promotion denial.

4 5

Upon receiving the full explanation letter, the bargaining unit faculty member may appeal the Provost's decision by sending a written statement of appeal to the Provost no later than 60 days following receipt of the written explanation.

**Section 13.** Grievance Appeal Committee. As part of the grievance appeal process, the Provost or designee will appoint a committee of three faculty members at or above the rank to which the bargaining unit faculty member seeks to be promoted.

At least one of the faculty members shall be appointed from a list of nominees furnished by the Union, and at least one of the committee members will be a bargaining unit faculty member.

The bargaining unit faculty member has the prerogative of striking one committee member and requesting a replacement member to be chosen by the Provost.

The committee will review the promotion file, the Provost's explanation letter, and the bargaining unit faculty member's appeal during the Fall term. The committee will and make a written report to the Provost President as to whether any of the grounds for appeal set forth in Section 2 of this Article are present. The committee report will make a recommendation as to whether the faculty member should be given promotion or if the denial should be upheld.

**Section 14. Decision by the Provost President.** The Provost President will consider the report of the committee. In some cases, the President may wish to consult with the Vice President of Research and Innovation. The President and will notify the bargaining unit faculty member in writing of his or her their decision on the appeal within 21 days of the receipt of the committee's report. The President's decision is final and binding and is not subject to further grievance, arbitration, or further appeal.

Section 16. Final Appeal to the President. If the Provost upholds the promotion denial, the bargaining unit faculty member may appeal to the President or designee in writing, within 10 days of the issuance of the Provost's decision. The President will review the file materials, including the committee report, and issue a written decision to the bargaining unit faculty member within 21 days of receipt of the written appeal.