

Student Grievance Process

1. Student submits grievance to Graduate Program Director.
2. Graduate Program Director discusses circumstances of grievance with student and reports grievance to Departmental Chair.
3. Graduate Program Director and Departmental Chair meet with relevant faculty members (e.g., curriculum committee for curricular complaints, dissertation committee members for mentorship complaint, etc.) and subsequently with Faculty member(s) against whom student filed complaint to discuss grievance and possible resolution.
4. If unresolved, Departmental Chair forwards student's written grievance (if written) and executive summary of meetings in items 2 and 3 above to Associate Dean for Graduate and Postdoctoral Studies for review and hearing by Graduate Council Student Grievance Committee. Grievance Committee recommendation is copied to Departmental Chair and involved parties.
5. Student has option to file grievance with Associate Dean for Graduate and Postdoctoral Studies for review by Graduate Council Student Grievance Committee or to Provost's Office for review at University level at any time during or within 1 year of incident(s).

Departmental Student Disciplinary Process

1. Faculty (Mentor, Course Director, etc) submits written description of the problem(s) with student to Departmental Chair.
2. Departmental Chair convenes Curriculum Committee and Graduate Program Director and provides copy of issue or problem with charge to:
 - a. interview student, plaintiff, and other relevant persons regarding the problem.
 - b. submit executive summary and recommended action to the Departmental Chair.
Recommendation could be dismissal of student from program, remedial plan for the student, or that no action is justified.
3. Departmental Chair and Graduate Program Director report incident and recommended action to Associate Dean for Graduate and Postdoctoral Studies and to involved student. Associate Dean for Graduate and Postdoctoral Studies and student have option to defer decision to Graduate Council student grievance process.
4. Associate Dean for Graduate and Postdoctoral Studies reports final decision to Vice-Dean for Research.