Graduate Student Grievance Process and Procedures
Revised 2019

Purpose

The Graduate School Grievance Process and Procedure ("the Grievance P&P" or "P&P") establishes and describes the process through which graduate students can communicate concerns related to academic issues or academic conflicts, with the goal of ensuring that the student filing a grievance is better able to achieve academic success. This is a non-adversarial, non-judicial process. The rules of evidence, and any other rules that typically govern a criminal or civil court, are not applicable to the Grievance Procedure.

II. Jurisdiction and Scope

A. Students Covered.The Grievance P&P applies only to students enrolled in a graduate program at the University of Colorado Boulder. The Grievance P&P covers all CU Boulder graduate students and programs except for graduate students enrolled in the Leeds School of Business MBA program and the School of Law. If the issue being grieved is one that has resulted in a student's program dismissal, the student retains the right to file a grievance on that issue for up to 30 days after the written dismissal notice.

B. P&P Supersedes. This document specifies the process that graduate students must follow in submitting grievances at the graduate program level, and the process that faculty in graduate programs (except for students and faculty in the programs identified above) must follow in considering these grievances. The processes and procedures in this document replace and supersede any existing department/program graduate student grievance processes, procedures, or policies. The Grievance P&P also specifies the process that graduate students must follow if their grievance is not satisfactorily resolved at the program level and they wish to submit an appeal to the Graduate School, and the process that the Graduate School will follow in considering the appeal.

C. Matters Covered. Grievances covered by the Grievance P&P include problems related to academic issues, such as arbitrary, inconsistent, or capricious actions taken against a graduate student; deviations from stated grading and examination policies as they appear on syllabi, on assignments, or in departmental guidelines for graduate study; failure to provide in writing reasons behind termination or dismissal, either from the program or from employment or other support; unfair treatment related to graduate student appointments; unfairness in the application of graduate requirements or regulations; and in general any actions taken by a program that relate to graduate students and that hinder the student's ability to make normal progress toward the degree. Individuals named in a grievance must be teaching or research faculty directly involved in the student's program of study. In those instances where a graduate student has a complaint against faculty

III. Grievance Procedures

A. Exhaustion of Pre-Appeal Processes. Whenever possible, graduate students and faculty in graduate programs should seek informal resolution of the issues covered in the P&P. A list of campus resources and Graduate School policies that

c. The DGS (or department chair, if the DGS is named in the grievance) will determine whether or not the issue(s) being grieved falls within the scope of the Graduate Student Grievance P&P as defined in Section 11. above. The DGS is encouraged to consult with the Graduate School if questions arise with regard to the P&P's scope. Issues listed under Section II. D 1-7 above do not fall within the P&P and should be reported to the appropriate office. Allegations of sexual misconduct, protected class discrimination or harassment, or retaliation must be reported to the Office of Institutional Equity and Compliance (OIEC).
d. Upon receipt and review of the GSG form and related materials, the DGS has the discretion, in consultation with the Dean of the Graduate School, to consider the status of any other university investigatory or review process, if known,

during a personal appearance before the committee, any written response from the respondents, and any verbal information offered by a respondent during a personal appearance before the committee, for the purposes of rendering a decision and making recommendations regarding the specific grounds stated by grievant in the GSG form.

d. The committee should not ask questions about or make decisions or recommendations about any information for purposes that fall outside of the specific grounds stated by the grievant, and must not ask questions about or make decisions or recommendations that are outside the scope and jurisdiction of this document, even if related to the issues alleged by the grievant. While such information may be important, it would be more appropriately addressed via other university processes outside of the jurisdiction of this specific process.

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will not be allowed to speak for or on behalf of the individual during the hearing. If an individual chooses to bring an advisor to the hearing, it is the individual's obligation to select an advisor whose schedule allows attendance within the time frame designated by the Dean. The Dean is not obligated to reschedule the hearing to accommodate an advisor's schedule.

c. At the hearing, members of the Graduate School Appeal Committee will preside and will typically ask the grievant and faculty member(s) to summarize their perspective on the alleged conflict, ask for any additional relevant information, and request clarifications, if needed, pertaining to the grievance, the response(s), or appended materials. Committee members can and should ask questions about, discuss, and consider all contents of the grievant's GSG form, any verbal information offered by the grievant during a personal appearance before the committee, any written response from the respondents, and any verbal information offered by a respondent during a personal appearance before the committee, for the purposes of rendering a decision and making recommendations regarding the specific grounds stated by grievant in the GSG form.
d. The committee should not ask questions about or make decisions or recommendations about any information for purposes that fall outside of the specific grounds stated by the grievant, and must not ask questions about or make decisions or recommendations that are outside the scope and jurisdiction of this document, even if related to the issues alleged by the grievant. While such information may be important, it would be more appropriately addressed via other university processes outside of the jurisdiction of this specific process.

4. *Appeal Committee Report and Recommendations*

a. After the hearing and without the grievant or respondent(s) present, the committee should engage in discussion of the appeal and suggest recommendations. The focus of the hearing and the committee's resulting report should be to seek to understand the source of an alleged concern or conflict, but only if it falls within the scope and jurisdiction of this process, and then to provide recommendations in consideration of the grievant's sought remedies, if appropriate and available. These recommendations should enable authorized faculty and program administrators to work with a student to achieve resolutions or to consider areas for program improvement. For example, if the panel determines that a concern is a result of a misunderstanding, the panel should suggest ways to improve communication.
b. The committee is not authorized to decide student or personnel sanctions or require conditions on programs or individuals. Recommendations concerning personnel are referred to the appropriate appointing authority. The Dean of the Graduate School will contact the appropriate appointing authority to relay any recommendations involving personnel and help to implement any recommended resolution. In cases of concerns of serious

misconduct by University faculty, research faculty, or staff, the report will be referred to the appropriate disciplinary authority (appointing authority, faculty affairs, etc.) for further review and consideration.

c. After the hearing and committee discussion, the Dean of the Graduate School, or designee, will prepare a0 0 1 195.38 653.86 Tm0 m.31 681. reW*nBT/F1 12 Tf1 0