



## Grievance Procedures

### Department of Mathematics

Issues of grievance regarding grades, course requirements, classroom procedures, and the academic/research advisor can occur.

#### Informal Procedure

The first and best source for resolving the problem is with the professor. The university expects most issues to be resolved amicably and informally with the professor.

#### Formal Procedure

If an informal resolution is not possible, students may file a written grievance on a General Petition Form, available in the department. The written appeal on the grievance form is to be submitted to the department's Director of Graduate Studies. The Director of Graduate Studies will make a recommendation on the appeal and submit this recommendation to the department Chair. The department Chair will render the final department decision.

An appeal concerning grades in a course must be filed with the professor within 90 calendar days of the posting of the final grades for the course. Because assigning a grade for evaluating a student's work performance involves the faculty's professional judgment and is an integral part of the faculty's teaching responsibilities, disagreement with an instructor concerning a grade or evaluation is not a justifiable grievance to be considered under this policy unless a violation of university, college, or department academic policies or procedures can be shown to have affected that grade or evaluation.

Appeals to a departmental decision for a filed grievance may be directed to the College of Natural Sciences and Mathematics and thereafter to the Dean of the Graduate School and then the Senior Vice President for Academic Affairs.