

Student Grievance Policy: Mistreatment

I. PURPOSE

To outline the reporting process for student(s) who perceive mistreatment and fulfill the School of Medical Sciences (SMS) commitment to maintaining an inclusive and respectful environment for faculty, staff, and students.

II. POLICY STATEMENT

All allegations of student mistreatment are taken seriously by the individual programs housed within SMS. SMS expects faculty, staff, and students to demonstrate respect and professional concern by holding one another to the highest standards in learning, without abuse, humiliation, or harassment of any kind. This includes avoidance of exploiting a relationship for personal gain or advantage and demonstration of the highest ethical conduct in all settings. Mistreatment is considered destructive to the principles that guide the mission, vision, and goals of the programs.

III. DEFINITIONS

Grievance: Student grievance is a formally documented complaint regarding an action or decision perceived as inappropriate or inconsistent with existing policies. Grievances, whether academic or non-academic, are reviewed and resolved within the program following approved institutional processes.

Mistreatment: Behavior which shows disrespect for the dignity of others, unreasonably interferes with the learning process, or which results in a student being treated unfairly or used in a capacity that is not considered reasonable.

Mistreatment as defined in this policy does not include allegations which fall under the institution's Title IX regulations.

IV. AUDIENCE

The policy applies to all students enrolled in programs within the School of Medical Sciences.

V. COMPLIANCE

In cases where mistreatment has been proven, the university will meet with the employee involved to discuss the findings and determine appropriate disciplinary action. Disciplinary actions may include, but are not limited to, remediation, retraining, or dismissal of the faculty or staff member associated with the substantiated mistreatment.

VI. ROLES AND RESPONSIBILITIES

The SMS Policy Committee is responsible for the development and implementation of this policy. Revisions, if necessary, may be submitted by individual programs to the SMS Policy Committee for review and approval. All revisions will be submitted to Dean's Council for final approval. While individual programs within the School of Medical Sciences (SMS) manage student grievances, cases involving alleged mistreatment are adjudicated at the SMS level.

VII. PROCEDURES

Students must report any instance of suspected mistreatment promptly to the Associate Dean of Academic Affairs (ADAA). If the ADAA is unavailable, the report should be directed to the Dean of the School of Medical Sciences. All concerns reported by students will be documented and maintained by the School of Medical Sciences (SMS). SMS leadership, including the Dean and Associate Deans, will gather all relevant information related to the reported incident. When appropriate, SMS leadership will notify all individuals identified as being involved in the alleged mistreatment. SMS leadership will evaluate the collected information and consult with the Office of General Counsel, if necessary, to determine a resolution.

Once a resolution is determined, it will be sent to the SMS Dean for final approval. Upon final approval, the ADAA will inform all relevant parties of the decision and next steps.

VIII. APPLICABLE REGULATIONS, STATUTES, AND RELATED POLICIES

ARC-PA 5th Ed Standard A3.15g
ARC-PA 6th Edition standard A3.14g
ARC-PA 1st Edition PPDP standard A4001k

IX. CONTACT INFORMATION

Faculty, staff, or students who have questions regarding this policy may contact the Dean of the School of Medical Sciences directly.

X. DOCUMENT HISTORY

Original approval: this policy was approved by the SMS Dean's Council on May 9, 2024, and the LMU Office of General Counsel on May 14, 2024.

Revision: approved by SMS Dean's Council on April 09, 2026.