

STUDENT MISTREATMENT POLICY

Mistreatment of students will not be tolerated. Mistreatment, intentional or unintentional, occurs when behavior shows disrespect for the dignity of others and interferes with the learning process. Student mistreatment may take many forms all of which impact student performance. Sexual harassment and assault, are defined as forms of student mistreatment as defined in the Section 4.2.2 "Sexual Harassment and Sexual Misconduct Policy (<http://uthscsa.edu/hop2000/4.2.2.pdf>)" of the Handbook of Operating Procedures (HOP).

Student access to personnel and processes for resolution without retaliation is detailed below. Examples of behavior that are unacceptable at the Health Science Center include:

- Physical or sexual harassment/assault
- Discrimination or harassment based on race, gender, age, ethnicity, religious beliefs, sexual orientation, or disability
- Disparaging or demeaning comments about an individual or group
- Loss of personal civility including shouting, displays of temper, public or private abuse, belittling, or humiliation
- Use of grading or other forms of evaluation in a punitive or retaliatory manner
- Sending student on inappropriate errands

Students who feel they have been mistreated may report such perceptions to any of the following:

- School's Associate Dean for Student Affairs
- The Health Science Center's Office of Student Life Student Ombudsperson
- Executive Director of the Academic, Faculty and Student Ombudsperson and ADA Compliance Office
- Senior Director, Student Success & Title IX Director

These school and institutional representatives are empowered to informally discuss a student's perceptions related to mistreatment, providing guidance. If a student seeks advice from an institutional representative, the institutional representative should refer the student immediately to the student's Associate Dean for Student Affairs for further instructions.

A grievance involving perceived mistreatment can be resolved in an informal or a formal manner. A student pursuing an informal nonacademic grievance resolution must contact the Associate Dean for Student Affairs, in writing, within five business days of the alleged grievance. (If the grievance involves staff, faculty, student(s) from the broader Health Science Center community, the Associate Dean for Student Affairs will liaison with other appropriate authorities, as indicated.) The Associate Dean for Student Affairs will assist the student in the informal resolution of the grievance, to be completed within 30 calendar days from the written grievance. If an informal resolution is not achieved, the aggrieved student has an additional five business days to file a formal written grievance.

A student considering a formal nonacademic grievance must contact the Associate Dean for Student Affairs for review of applicable policies and procedures. If the allegation is one of sexual harassment/assault, the Associate Dean for Student Affairs will engage the Health Science

Center's Senior Director, Student Success & Title IX Director. The Health Science Center is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment (Section 4.2.1 (<http://uthscsa.edu/hop2000/4.2.1.pdf>) in the HOP); and the Campus Sexual Violence Elimination Act (SaVE Act).

(Please see additional related policies "General Regulations and Requirements, Sexual Assault Policy" at <http://www.uthscsa.edu/eeo/harassment.asp>)

The student must file a formal written grievance with the Associate Dean for Student Affairs within five business days from the alleged incident. A student initially attempting informal grievance must file the formal grievance, in writing, within ten business days of the 30 calendar days allowed for informal resolution. The formal grievance must include a detailed description of the grievance and a proposed resolution, if possible. If the grievance involves/accuses Health Science Center who are not students of the grievant's school, or if the grievance involves/accuses employees, the Associate Dean for Student Affairs of the student's School will facilitate engagement with appropriate advocacy/supervisory institutional authorities. Copies of the written grievance will be made available to named parties and the appropriate advocacy/supervisory institutional authorities. The Associate Dean for Student Affairs (and appropriate institutional authorities noted above) may, at her/his discretion, hold discussions with or without the involved/accused individual(s) to hear and resolve the grievance, schedule a meeting between the student and the involved/accused individual(s) and/or involve other parties in facilitating a resolution of the grievance. This process will be afforded 30 calendar days from receipt of the written grievance to resolve the grievance, providing the aggrieved student a written summary of resolution.

If the aggrieved student is dissatisfied with the resolution, he/she may file a formal written appeal with the School's Dean within five business days of the decision. The decision of the School Dean is final. The School Dean has 30 calendar days to provide a written decision to the student and to the School's Associate Dean for Student Affairs.

The aggrieved student may appeal the Dean's decision at the institutional level to the Vice President for Academic, Faculty and Student Affairs, or the Vice President's designee, within five business days of receipt of the Dean's decision. Appeals at the institutional level are limited to procedural violations.