



VERMONT COLLEGE OF FINE ARTS

APPEALS, COMPLAINTS & GRIEVANCES POLICY

Approved: October 2015, Revised March 2016

Academic and Programmatic Appeals:

Vermont College of Fine Arts assures that students have access to a process for the reconsideration of academic evaluations, advancement decisions and other academic actions of the programs. Students dissatisfied with such academic aspects of their program are encouraged to seek resolution. The first step toward resolution is discussion with the faculty advisor, the Program Director and/or the Faculty Chair. If no mutually agreed upon solution can be reached, students may submit written petitions to the Academic Dean, whose decisions are final.

For exceptions to program policies, students may present petitions to the Program Director and Faculty Chair, in consultation with the Faculty Advisor, if appropriate.

Complaints and Grievances (non-Academic):

For reconsideration of administrative decisions, and all non-academic grievances and complaints, students should submit formal documentation in writing to the Program Director within two weeks of the initial incident, decision or notice. The Program Director, after consultation with the Faculty Chair, as appropriate, will make a determination on the petition, consulting with the Faculty Advisory Committee if needed. Students may appeal decisions in writing to the Academic Dean, whose decisions are final.

If there are numerous complaints regarding a specific issue or incident, the Program Director brings the complaint to the attention of the Academic Dean, who then consults with the President, if necessary, and develops a plan to address the issue. This plan is shared with the students and/or the college community via email from the President or Academic Dean or through a town hall-style meeting.

For further information about the complaints and grievances process through the State of Vermont, please see the state's Complaint Resolution Statement:

http://education.vermont.gov/documents/EDU-Complaint_Resolution_Statement_for_Postsecondary_Education_Matters.pdf

For complaints or grievance specifically related to discrimination or harassment, please see the college's Discrimination and Harassment Policy:

<http://vcfapublicdocs.s3.amazonaws.com/policies/DiscriminationHarassment.pdf>