

**95-06**  
June 5, 1995

B. If these conditions have been satisfied, the Associate Vice President for Academic Affairs and Dean of Graduate Studies will forward the grievance to the Steering Committee of the Graduate Council.

1. If a member of the Steering Committee is a faculty member of the graduate program involved in the grievance, that member of the Steering Committee shall be replaced by another member of the Graduate Council, elected for that purpose, whenever the committee considers any matter related to the grievance.

2. The Steering Committee will forward a copy of the grievance to the chair or director of the graduate program, requesting that a written response be submitted to the committee within 20 working days of receipt of the grievance.

C. When the Steering Committee receives the written response to the grievance, it will determine whether there is sufficient evidence to render a summary judgment or whether the grievance merits further review. The Steering Committee may decide:

1. That there is not sufficient evidence of a violation of a University regulation or policy or an accepted principle of due process and dismiss the grievance; such a decision shall be final, unless further review is granted by the President.

2. That there is sufficient evidence of a violation of a University regulation or policy or an accepted principle of due process to warrant immediate remanding of the grievance to the graduate program, with explicit instructions concerning the violation that must be corrected during the graduate program's reconsideration of the case.

3. That the evidence in the case is such that further review is required; in such an instance the Steering Committee shall notify both the grievant and the graduate program in writing of the additional evidence the committee wishes to see and whether that evidence should be provided in writing or in personal testimony before the committee.

D. If the Steering Committee seeks evidence by means of personal testimony, the meeting at which such testimony is presented shall be conducted in the manner of any other academic committee meeting and not as a formal hearing; both the grievant and the graduate program shall be given appropriate opportunities to present their views, but the meeting shall be conducted as an inquiry by the committee members, and not as an adversarial proceeding; there shall be no cross-examination.

E. All meetings at which the Steering Committee considers a grievance shall be closed to the public; the committee shall keep minutes of the meeting, but it need not tape-record its proceedings, nor shall a transcript be prepared.

F. When the Steering Committee is satisfied that it has obtained sufficient evidence to make a determination in the case, it shall make its decision in accordance with the provisions of Paragraph III.C.1 or III.C.2 above.

G. The Steering Committee shall report to the Graduate Council on the issues involved in the grievance and on its determination of the case, without identifying the graduate student who filed the grievance.