


COLLEGE OF MENOMINEE NATION
Academic Policy

Policy Title: Academic Complaint Policy		Policy ID TBD
Prepared By	Name/Title	Date Prepared
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Approved By	Faculty Committee	Date Approved
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	CAO Signature 	Date Approved 1/31/2023
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College Catalog		
Faculty Handbook		

Policy Statement:

This policy ensures students, faculty, and staff are offered equitable resources that will aid in the promotion and nurturance of academic preparation as students advance in their studies. Consistent with its commitment to students first, the College of Menominee Nation (CMN) has adopted this policy to address students, faculty, and staff in the resolution of concerns and complaints within the academic classroom and student learning spaces constructively and fairly in a timely manner.

Purpose:

Complaints made under this policy will be monitored and reviewed to enable the College to continually improve processes and services in support of student learning.

Scope:

This policy applies to student, faculty, and staff complaints pertaining to any aspect of any academic policy and procedure of CMN. A written claim raised by a student, a group of students, the student government, faculty, or staff alleging improper, unfair, arbitrary, or discriminatory action between a student and a CMN employee, involving the application of a specific provision of an approved federal regulation or policy or a board policy or procedure.

Responsibility:

Retention Department

Letters and Science Department/Academic Affairs

Definitions:

CMN defines a Informal Complaint as:

An informal complaint is a verbal claim by a student, group of students, CMN employee, or the student government regarding alleged improper, unfair, arbitrary, or discriminatory treatment.

CMN defines a Formal Complaint as:

A formal complaint is a written claim by a student, group of students, CMN employee, or the student government regarding alleged improper, unfair, arbitrary, or discriminatory treatment.

A formal student complaint may become a grievance if it is not mutually resolved and if the complaint falls within the definition of a grievance (see definition below). This complaint process applies to claims between a student and a CMN employee when regarding alleged improper, unfair, arbitrary, or discriminatory action between a student and a CMN employee.

CMN defines a Grievance as:

A grievance is a written claim raised by a student, a group of students, the student government, faculty, or staff alleging improper, unfair, arbitrary, or discriminatory action between a student and a CMN employee involving the application of a specific provision of an approved federal regulation or policy or a board policy or procedure.

Related Policies Title(s):

Student Rights and Responsibilities

Non-Academic Complaint Policy