

Grievance Procedures

Department of Psychology

The Department of Psychology adheres to all grievance procedures as described by the Graduate School at the University of Florida in the Graduate School Handbook for Graduate Students. As per this document: “A grievance is defined as dissatisfaction occurring when a student thinks that any condition affecting him or her is unjust or inequitable or creates unnecessary hardship. Areas in which student grievances may arise include scientific misconduct, sexual harassment, discrimination, employment-related concerns, and academic matters” (p. 51). Note that procedures for handling grievances vary depending on the type of problem. Employment-related concerns are handled in compliance with the Collective Bargaining Agreement between the University of Florida Board of Trustees and Graduate Assistants United. Sexual harassment and related violations of Title IX are handled by the Title IX Coordinator. Academic issues, those not involving sexual harassment or employment, should be handled first through department mechanisms, and if still unresolved, through the college. The student should contact the University of Florida Ombudsman if resolution is not achieved via these avenues. See Graduate School Handbook for a description of Informal and Formal Grievance procedures.

Students should first strive to resolve the issue informally by communicating with the person who gave rise to the complaint. If informal mechanisms for resolving an issue do not lead to resolution, as per the Graduate School’s Handbook, the student should speak with either the supervisory committee chair or department graduate coordinator. In the Department of Psychology, the Graduate Studies Committee (GSC) is designated to handle formal grievances. As per Graduate School regulations, the grievance should be brought in writing to the graduate coordinator who will convene a meeting of the GSC to review the grievance. The student may elect to discuss the grievance directly with the GSC and to have one or more representatives present with him or her at that meeting, subject to prior arrangement and approval by the GSC. At the student’s request, the meeting may also be open to all faculty and graduate students. If this is requested, notice of the meeting must be given to all faculty and graduate students at least seven working days prior to the meeting. If the grievance involves any member of GSC (including the graduate coordinator), that person will recuse himself or herself from review of the grievance; in this circumstance, the Department Chair shall appoint a replacement who will serve on GSC for the purpose of review of the grievance.

If the action of the GSC should fail to satisfy the student, the matter will be referred to the Dean of the College as per Formal Grievance procedures detailed in the University of Florida Graduate Student Handbook.

University of Florida

For information on the University of Florida’s grievance procedures please consult the Graduate School’s Student Handbook, the University of Florida’s Human Resource Services, and the Collective Bargaining Agreement governing employment of graduate students.