



UNIVERSITY OF WISCONSIN–LA CROSSE
STUDENT ASSOCIATION
2244 THE U 1705 BADGER STREET LA CROSSE, WI 54601 (608) 785-8775

SA1920-005: Resolution to Recommend a Syllabus Statement to Faculty Senate

DATE: September 6 2019

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WHEREAS many students are unaware of the official avenues available to report incidences that happen with faculty at UW La Crosse; and

WHEREAS the current system of outlining university policies in syllabi does not include uniform information and resources to students seeking to report faculty; and

WHEREAS syllabi are intended to outline the subjects in a course of study and provide each student with appropriate resources to succeed in the course; and

WHEREAS students deserve to know the proper ways to report faculty in any incidence;

THEREFORE BE IT RESOLVED the UWL Student Senate recommends to Faculty Senate that the following syllabus statement regarding incident reporting be required:

Student Concerns, Complaints, and Grievances

Informal Complaints:

If a student has a concern or a complaint about a faculty member or course, the general process for making **informal complaints** is outlined in steps 1-3 below. Students are welcome to bring a friend with them during the following steps. Students who report concerns/complaints/grievances, whether informally or formally, will be protected from **retaliation**:

1. The student should speak directly to the **instructor**.
2. If the student is uncomfortable speaking with the instructor, or they are unsatisfied with the solution, they should go to the **chair** of the faculty member's home department.
3. If the student is uncomfortable speaking with the department chair, or the chair is the faculty member in question, or they are unsatisfied with the solution, the student should speak with their **college dean**.

Depending on the specifics of the student's concern, it may be helpful for them to reach out to additional offices:

- Complaints/concerns/grievances about **grades, teaching performance, course requirements, course content, incivility, or professional ethics** should follow the



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process outlined above. Students may also wish to seek support from the [Student Life](#) office.

- Complaints/concerns/grievances related to **hate/bias** and **discrimination** may follow the process outlined above, and in addition or instead contact the [Campus Climate](#) office and/or submit a [hate/bias incident report](#).
- Complaints/concerns/grievances related to **sexual misconduct** may begin with the process outlined above, but will need to also involve the [Equity & Affirmative Action](#) and [Violence Prevention](#) offices. Students should know that faculty members are [mandatory reporters](#) of sexual misconduct, but that [confidential resources](#) are available to them.

Formal Complaints:

If the student is still unsatisfied with the solution from their informal complaint, they have the right to file a **formal institutional complaint** with the **Student Life** office, as described in the [Student Handbook](#).

A handwritten signature in black ink, appearing to read 'Dana Nielsen'.

Dana Nielsen
President, Student Senate
Vice President, Student Association

09/18/2019

Date

A handwritten signature in black ink, appearing to read 'Sita Agterberg'.

Sita Agterberg
President, Student Association

09/18/2019

Date