

Maryville College

2018-2019
Catalog
Addendum



Preventive Action

The College, through its designated officers, may suspend or restrict the campus activity of any individual whose behavior constitutes a disruptive force on campus, poses a direct threat, or threatens the well-being of the College community or any of its members. Preventive suspension may be invoked by the Vice President and Dean of Students or his/her designee.

The Vice President and Dean of Students will make such a decision once an individualized assessment is conducted. However, a preventative suspension may require a student to leave campus immediately. Should the circumstances warrant an immediate removal from campus, an individualized assessment will occur, while the student is off-campus, for final determination.

The College will give careful consideration to the recommendations provided by the student's medical professionals, if available and applicable, as well as those consulted by the College during the individualized assessment. The College may request the student to provide a medical release for access to the student's medical records as reasonably necessary to complete its individualized assessment. Once on a preventative suspension, the College may require the student to submit to an evaluation by a qualified medical provider, at their own expense, before they are allowed to return to campus. Information from these evaluations will be used to determine whether the student may safely return to campus.

Students for whom a preventative action is pursued are encouraged to provide any information the student feels is important to the determination of such an action.

Preventative suspensions may be implemented for students for whom disciplinary hearings, appeals, and/or criminal charges are pending, or for whom is otherwise compromised and unable/unwilling to participate in the student conduct process. The Vice President and Dean of Students may also impose suspension or campus restriction when there is reason to believe that preventive action is necessary to maintain College activities or to protect the property and safety of individuals on the campus. Any student suspended under any of these circumstances may be considered for readmission only with the expressed permission of the Vice President and Dean of Students.

Students who are placed on a preventative suspension will be notified, in writing indicating the length of the leave, requirements to return to campus, and salient appeal options. This written notice will include a statement that the students may appeal a preventative suspension directly to the College President, by submitting a written appeal within five (5) days of notification of the preventative action. Such an appeal must address alternatives to the preventative action.

STUDENT GRIEVANCE PROCEDURE

In the spirit of the Maryville College Statement of Purpose, the College sees itself as a "community of learning that includes persons with a variety of interests, backgrounds, beliefs and nationalities." Such differences in attitude and perspective may, at times, result in problems or situations that warrant further institutional review and intervention.

Procedures are in place for appeals of various College policies. Students should refer to the appropriate section of this catalog related to specific appeal processes related to grades, suspension, financial aid, disability service, judicial sanctions, and sexual grievances.

Filing a Formal Complaint

In an effort to provide students with an appropriate and effective response to situations not otherwise addressed in specific appeal processes, students should send a written explanation of their concern/complaint to the appropriate College official for review and resolution.

Concerns/complaints related to academic matters

Most academic issues can be resolved informally through conversation with the faculty member or staff person involved or through consultation with the appropriate division chair. In situations where this has not provided adequate resolution, the concern/complaint should be directed in writing to the Academic Dean or Associate Academic Dean.

Concerns/complaints related to another student(s) and/or student activities outside of the classroom

Students are encouraged to discuss concerns with the other student(s) and/or staff member(s) involved with the problem. In situations where this has not provided adequate resolution, the concern/complaint should be directed in writing to the Vice President and Dean of Students.

Concerns/complaints related to a financial matter

Most financial issues can be resolved through discussion with the appropriate College staff member. In situations where this has not provided adequate resolution, the concern/complaint should be directed in writing to the Vice President and Treasurer.

College Response

Upon receiving a written concern/complaint, the appropriate Vice President or designee will initiate an investigation of the student concern/complaint within 10 working days. The student filing the concern/complaint will receive timely written notification of the College response to the concern/complaint. Records of written student concerns/complaints will be maintained in the Office of the Associate Academic Dean for five years.

Other Complaint Protocols

Complaints relating to quality of education or accreditation requirements shall be referred to the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), (<http://www.sacscoc.org/pdf/081705/complaintpolicy.pdf>);

Complaints related to the application of state laws or rules related to approval to operate or licensure of a particular professional program within a postsecondary institution shall be referred to the appropriate State Board (i.e., State Boards of Health, State Board of Education, and so on) within the Tennessee State Government and shall be reviewed and handled by that licensing board (<http://www.tn.gov>), and then search for the appropriate division);

For students attending programs in Tennessee, complaints related to state consumer protection laws (e.g., laws related to fraud or false advertising) shall be referred to the Tennessee Division of Consumer Affairs and shall be reviewed and handled by that unit (<https://www.tn.gov/commerce/consumer/file-a-complaint.html>)