

## Vanderbilt University Student-Athlete Grievance Procedure

Situations may arise in which a student-athlete believes that a member of the Athletics Department, including the coaching staff, has treated him or her unfairly or that a policy or procedure has been administered in a detrimental manner to the student. Student-athletes are encouraged to bring complaints about such actions to the attention of the Athletic Administration through the following three-step process. If the complaint alleges unlawful discrimination, the Opportunity Development Center (ODC) should be contacted. The ODC will conduct a thorough investigation of the allegations, issue a finding to the Vice-Chancellor for Student Life and University Affairs, and seek to resolve the matter. The ODC may be contacted at any step of the procedure.

Step I. The Student-athlete should direct his or her complaint to the person or persons whose action, or lack thereof, led to the complaint within five months of the event. Every attempt should be made to resolve the conflict at this level. If the complaint cannot be resolved in a satisfactory manner at this level, the student-athlete should proceed to Step II.

Step II. A student-athlete who believes that he or she has not received appropriate redress through Step I may, within five months of the event giving rise to the grievance, file a written grievance with the Director of Compliance or his/her designee. The Director, or his/her designee, will conduct an in-depth investigation of the matter and issue written findings to the parties involved within two weeks of the date the grievance was submitted. If after receiving the Director's finding, the student-athlete seeks further redress, he or she should proceed to Step III.

Step III. A student-athlete, who feels that his or her concerns were not adequately addressed during the first two levels of the process, should direct the written complaint, along with the Director's findings, to the Office of the Vice Chancellor for Student Life and University Affairs. After determining that the student-athlete has appropriately exhausted the complaint process, the Vice Chancellor will refer the grievance to the Faculty Senate Intercollegiate Athletics Committee for investigation. The Committee will allow the student-athlete and the person(s) against whom the grievance was filed to present relevant information.

After each case, the committee shall write a report to the Office of the Vice Chancellor for Student Life and University Affairs for consideration. The Vice

Chancellor's Office will then notify the involved persons of the final decision in writing.