

**STUDENT COMPLAINTS**

**A. Submitting a Complaint**

The University of Idaho College of Law wishes to hear any student concerns about significant problems that directly implicate the quality of the school's program of legal education as well as its compliance with the ABA's Standards for Approval of Law Schools. Any student having such a concern should submit it in writing to the Associate Dean of Students and Administration.

**B. Resolving the Complaint**

When such a written complaint has been made, the Associate Dean for Students and Administration shall investigate as soon as possible, ordinarily within 20 business days after the filing of the written complaint. If the complaint relates in substantial part to the Associate Dean, the Dean may designate another individual to act in place of the Associate Dean. As noted in paragraph F below, if policies of the University of Idaho require investigation and action outside the College of Law, those policies shall govern.

The Associate Dean shall attempt to resolve the complaint, if possible, within the 20 business day period. If resolution is not possible, the Associate Dean for Students and Administration may refer the matter to the appropriate administrator, administrative body, or an administrative official designated by the Dean (the "Dean's designate").

If such a referral occurs, the administrator, administrative body or Dean's designate shall attempt to resolve the complaint as soon as possible, but ordinarily not later than 20 business days after the referral.

Upon completing the investigation of the complaint, the College of Law shall communicate its findings and, if appropriate, its intended actions to the complainant in a manner consistent with policies of the University and applicable law.

**C. Appeal Process**

If the complainant is dissatisfied with the outcome or resolution, or if another member of the law school community is directly and personally aggrieved by the outcome or resolution, a written appeal with a statement of reasons may be submitted to the Dean of the College of Law. Such an appeal shall be submitted within ten business days (not counting holidays, the week of fall break or spring break, or the period from Christmas Day to New years Day, or other days when the University is closed) after communication of the outcome of the investigation. The time may be extended by the Dean for exceptional circumstances or hardships. The Dean's decision shall be communicated to the appellant and the investigator(s), ordinarily within 20 business days, in a manner consistent with policies of the University and applicable law. The Dean's decision shall be final, subject only to any University-level review process that may be available.

**D. Maintaining a Written Record of the Complaint**

The College of Law shall maintain a complete written record of each complaint and how it was investigated and resolved. Written records shall be maintained, with due regard for confidentiality, in the Office of the Dean, and in compliance with University policies and applicable law.

**E. Protection Against Retaliation**

The College of Law will not in any way retaliate against an individual who makes a complaint under this section, nor permit any faculty member, administrator, employee or student to do so.

**F. Not Exclusive Complaint Policy or Procedure**

The University of Idaho College of Law Policy Manual and the University Faculty-Staff Handbook contain separate sections pertaining specifically to sexual harassment complaints and to complaints that may fall within the parameters of the University Code of Student Conduct. Neither does this complaint policy supersede or alter the Honor Code of the College of Law. Jurisdiction over any student complaint is not exclusive to any single policy or set of policies within the College of Law.