

## UNIVERSITY OF ILLINOIS COLLEGE OF MEDICINE AT PEORIA

*This communication is intended to provide students with notice of certain important rights and policies that apply to them. Rights and policies are established and governed by the College of Medicine, its individual sites, and/or by the University of Illinois at Chicago. Students are responsible for familiarizing themselves with these policies and their rights as students.*

Most policy statements can be accessed at <http://medicine.uic.edu/studentpolicies> In addition, an overview of Policy Fundamentals is posted to the COM All Student Site on Blackboard.

### College of Medicine Student Academic Promotions Policies

The College of Medicine produces annually a “Student Academic Promotions Policies” document that is applicable to students at all campuses. The document includes, but is not limited to, descriptions of the procedures for considering actions pertaining to students: progress, promotion, graduation, delay in graduation, withdrawal, leaves of absence and **dismissal** as administered by the College Committee on Student Promotions. It also includes the college’s **Statement on Professional Behavior** and describes students’ rights to **appeal** from the actions of that Committee. “Student Academic Promotions Policies” are accessible to students at: <http://medicine.uic.edu/studentpolicies> and in the Student Affairs office, 309-671-8410. **Safety and Technical Standards** to which medical students must adhere are also posted on this page.

### Academic Grievance Procedures

Academic Grievance Procedures define an administrative process through which students may seek resolution of complaints or grievances regarding academic standing during their enrollment. These procedures may only be used by students about an academic decision made about them by an agent (e.g., faculty or staff member, administrator, or committee) of the University of Illinois at Chicago (UIC) that *directly* and *adversely* affects the Student. The College of Medicine has adopted a specific process for consideration of such grievances relevant to decisions made by the College or its agents. The College of Medicine’s policy and process can be accessed by contacting the College of Medicine’s Human Resources Office at 312-996-3500 or by contacting the Peoria Assistant Dean for Student Affairs at 309-671-8410. College of Medicine grievance procedures follow UIC campus grievance procedures:

<http://www.uic.edu/depts/oe/CampusGrievance.html>

Grievance Procedures may be used to address

- Academic matters, academic status and grade appeals. GRADE APPEALS begin with an “informal” process at the Peoria Campus level. The Grade Appeals Process document is posted to the Peoria Policies page at: <http://peoria.medicine.uic.edu/cms/One.aspx?portalId=513437&pageId=677934>
- Alleged cases of discrimination.
- Other instances of alleged administrative injustice.
- Other complaints, except as specifically excluded.

The Academic Grievance Procedures are *not* used in situations under the purview of the Senate Committee on Student Discipline, or the campus Student Records (Family Education and Right to Privacy Act, or FERPA) policy; nor are they used by applicants for admission or employment, or by certain classes and categories of employees.

### Student Disciplinary Policies and Standards of Conduct

Medical Students are subject to the rights and responsibilities outlined in *The Student Disciplinary Policy* document of the University of Illinois at Chicago. The document, standards for conduct, a description of processes, incident report forms, plus other information are at:

<http://www.uic.edu/depts/dos/studentconduct.html>.

### Americans with Disabilities Act

The College of Medicine's ADA procedures outline the general process the College of Medicine will follow with respect to student claims of disability and requests for reasonable accommodation. Students should consult with their Americans with Disabilities Act (ADA) site administrator at 309-671-8410. Additional information and forms can be accessed from the COM Student Policies page <http://medicine.uic.edu/studentpolicies>

### College of Medicine Policy on Relationships with Industry

Interactions between the health care industry and faculty, residents, and students are multi-layered and complex. Each situation should be managed with the aim of ensuring that our educational curriculum, research and patient care decisions are independent of industry influence and that they allow appropriate opportunities for faculty and trainees to interact with industry to foster collaborations in a creative, scientific, and conflict free environment. The College's policy on the *Management of Potential Conflicts of Interest with Health Care Industry* provides rules and guidelines for managing these relationships. The policy can be accessed on the main COM Student Policies page: <http://medicine.uic.edu/studentpolicies>

### Peoria Site Policies and Procedures

Each campus of the college of medicine promulgates policies and procedures that are specific to its structure and function. Such policies address areas that include, but are not limited to, delivery of the curriculum, access to services and resources, behavioral expectations, and facilities use. For information about these site-specific policies, go to the main COM Policies page, <http://medicine.uic.edu/studentpolicies> and click on "Peoria Campus Policies" on the right hand side of the page. Policies relating to specific classes and courses may be found with the information for those classes and courses. Students who seek waivers or variances in a policy should contact the Assistant Dean for Student Affairs for assistance if such a process is not described in the policy itself.

### Nondiscrimination Statement

The University of Illinois will not engage in discrimination or harassment against any person because of race, color, religion, sex, national origin, ancestry, age, order of protection status, genetic information, marital status, disability, sexual orientation including gender identify, unfavorable discharge from the military or status as a protected veteran and will comply with all federal and state nondiscrimination, equal opportunity and affirmative action laws, orders and regulations. This nondiscrimination policy applies to admissions, employment, access to and treatment in the University programs and activities. For additional information on specific policies and equal opportunity and affirmative action programs of the University of Illinois at Chicago, visit the site of the UIC Office of Access and Equity, <http://www.uic.edu/depts/oe/>

### Reporting of Mistreatment or Unprofessional Behavior

Consistent with the AAMC *Compact Between Teachers and Learners of Medicine*, the College of Medicine does not tolerate abuse or exploitation of students and encourages students who experience or witness mistreatment to report the facts immediately to appropriate faculty and staff. Such reports will be treated as confidential; reprisals or retaliations are not tolerated. Concerns regarding OSF staff can be reported anonymously online through OSF's *Peminic* system – directions are found on the OSF-SFMC Intranet: link to *Peminic*. Complaints about UICOMP educators in any setting may be reported through the *E\*Value* "concern card" function. The Assistant Dean for Student Affairs is available to assist students who wish to make a report.