

GRADUATE STUDENT RESOURCES FOR RESOLVING ACADEMIC AND OTHER CONCERNS

| Potential area of Concern | | Initial Considerations | Resources/Support | Polices | People |
|---|--|--|--|---|---|
| Advisor related concerns: | | | | | |
| Lack of communication with or response from advisor Clash of communication styles Lack of direction/mentoring | | | GSS Mentee Guidebook for Students http://gss.case.edu/index.php | Check to see if this is addressed in your department's student handbook | <ol style="list-style-type: none"> 1. Advisor 2. Director of Graduate Studies 3. Department Chair |
| Perceived bullying or general mistreatment | | If issue is Sexual Harassment | | http://studentaffairs.case.edu/handbook/policy/sexual/harassment.html | Sue Nickel Schindewolf, Assoc. VP, Student Affairs (216) 368-2020 |
| | | If issue is Discrimination, harassment or perceived mistreatment | | http://studentaffairs.case.edu/handbook/policy/nondiscrimination.html | Dean Patterson. Assoc. VP, Student Affairs (216) 368-2020 |
| | | If issue is based on a disability | | http://studentaffairs.case.edu/handbook/policy/disability.html | Susan Sampson, Associate Director, ESS disability@case.edu (216) 368-5230 |
| | | If issue is based on citizenship status | | http://studentaffairs.case.edu/handbook/policy/nondiscrimination.html | Elise Lindsey, Director International Student Services (216) 368-2517 Dean Patterson, Assoc VP, Student Affairs (216) 368-2020 |
| | | If issue is not | | http://studentaffairs.case.edu/han | 1. Advisor |

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| | | related to sexual harassment, disability or discrimination concerns | | dbook/policy/ethics.html | <ol style="list-style-type: none"> 2. Director of Graduate Studies 3. Department Chair |
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| Academic Concerns | | | | | |
| | Lack of transparency with grading and/or evaluation Challenging a grade | | | Graduate Studies Grievance Policy: http://www.case.edu/provost/gradstudies/current/policies.html | See Grievance policy for information |
| | Academic sabotage that keeps student from advancing in academic program in an effort to retain their assistance for research | | | Graduate Studies Grievance Policy: http://www.case.edu/provost/gradstudies/current/policies.html | See Grievance policy for information |
| | Issues related to being the only grad student in a cross-listed course | All courses that are cross-listed at the graduate and undergraduate levels must contain guidelines that specify the extra work that is to be completed by graduate students in the course | | | <ol style="list-style-type: none"> 1. Course Instructor 2. Advisor 3. Department Chair 4. Senior Associate Dean, Denise Douglas, Graduate Studies |
| Maternity/ Paternity Leaves | Issues related to how to request a maternity or paternity leave of absence | Issues related to stipend are handled at the departmental level | | Graduate Studies Leave of Absence policy and form http://www.case.edu/gradstudies/current/forms.html | <ol style="list-style-type: none"> 1. Advisor 2. Department Chair 3. Senior Associate |

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| | Issues related to the continuance of stipend. | | | | Dean, Denise Douglas, Graduate Studies |
| Special Status Concerns | | | | | |
| | Non-degree seeking student | | | | Senior Associate Dean, Denise Douglas serves as the advisor for graduate non-degree students. All concerns should be brought to her attention. |
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| | Employee taking coursework | Determine if your concern is related to your status as a university employee or a student | GSS Mentee Guidebook for Students http://gss.case.edu/index.php | http://www.case.edu/finadmin/humres/relations/ Check to see if this is addressed in your department's student handbook | HR Employee Relations Senior Associate Dean, Denise Douglas serves as the advisor for graduate non-degree students. All concerns should be brought to her attention. |
| | Consensual Relationships | Determine if your concern can be addressed within your departmental structure based on the relationship between people in decision-making roles. | | http://www.case.edu/president/action/consn_brochure2009.pdf | Office of Student Affairs (216) 368-2020 |