

# KAUA‘I COMMUNITY COLLEGE

## Non-Academic Grievance Procedure

### 1. Purpose

This policy and procedures are designed to provide a student grievant with an opportunity to obtain an equitable resolution to alleged injustices or problems of a non-academic nature caused in part or whole by the actions or practices of the College.

### 2. Policy

The following provides students with directions on how to launch a grievance or file a complaint of a non-academic nature.

### 3. Related Policies and Documents

#### A. Related Policies

- i. [EP 1.204](#) - Interim Policy on Title IX Sexual Harassment
- ii. [EP 1.202](#) - Non-discrimination and Affirmative Action
- iii. [EP 9.210](#) - Workplace Non-Violence Policy
- iv. [KCCP 5.3](#) - Academic Grievance Procedure

B. University of Hawai‘i Systemwide Board of Regents Policy RP 12.202, Principal Investigator.

### 4. Definitions

A grievance is a complaint by a student about an alleged action by a College employee which adversely affects the status, rights or privileges of the student.

### 5. Policy

A. If a student wishes to launch a complaint against a college employee, they should visit the Student Complaint/Procedure process website. This website will direct students to file a complaint based on Non-discrimination, Title IX or other general complaints. For Non-discrimination and Title IX complaints, these complaints will be directed to the EEO and Title IX officer. If a student files a general complaint, this complaint will be directed to the VCSA. The VCSA will determine next steps with the student, taking into account all related college and system policies.