

UMBC Department of Music Student Comments, Issues, Complaint Policy

FOR STUDENTS

The Music Department faculty encourage students to actively engage with the faculty with any ideas and issues they may have regarding any aspect of their educational pursuits in the Department.

Recognizing that issues vary, we have set up this table for where to start, and then where to go if you feel the proper attention has not been paid to your concerns. Hopefully you can resolve it at step 1!

Type of Issue	Step 1	Step 2	Step 3	Step 4
"I have a personal health or mental health issue that is urgent."	University Health Services: https://uhs.umbc.edu/ After hours, you can reach the on-call counselor by contacting the University Police at 410-455-5555 (24 hours/7days per week).			
"I've seen or heard something I believe the police should know about."	UMBC Police emergency: https://police.umbc.edu/about-us/contact-us/			
"A fellow student has said or done something I believe goes against the UMBC Code of Student Conduct."	If you feel comfortable, you can talk first with your fellow student and share those concerns. You may want to consider adding making a report with the Student Conduct and Community Standards Office. conduct@umbc.edu Website: conduct.umbc.edu	Talk with the faculty member who teaches the course most closely associated with what happened (so in a performance, contact the director; in a research paper contact the professor of the class, etc.)	Talk with the Department Chair.	Talk with the Dean of the College of Arts, Humanities, and Social Sciences.

"I believe a faculty or staff member has acted unethically."	Request a meeting with your professor and respectfully bring your concerns forward.	Request a meeting with the Department Chair.	Request a meeting with the Dean of CAHSS.	
"I believe I am being, or was, sexually harassed in a certain situation."	Contact the Title IX Coordinator, Bobbie Hoye: bhoye@umbc.edu			
"I disagree with how a class is being taught."	Request a meeting with your professor and respectfully bring your concerns forward.	Request a meeting with the Department Chair.	Request a meeting with the Dean of CAHSS.	
"I disagree with a grade I received for a course."	Request a meeting with your professor and respectfully bring your concerns forward.	Request a meeting with the Department Chair.	Request a meeting with the Dean of CAHSS.	
"I feel the music curriculum should be changed in some way."	Request a meeting with the Department Chair and respectfully bring your concerns forward.	Request a meeting with the Dean of CAHSS.		
"I feel a department policy should be changed."	Request a meeting with the Department Chair and respectfully bring your concerns forward.	Request a meeting with the Dean.		
"I have a concern/issue/complaint about something that is not on this list."	Request a meeting with the Department Chair and respectfully bring your concerns forward.			