Mediation Services Form
University Ombudsperson Committee

Part 4b - Ombudsperson Report of
Academic Professional Complaint

1. __________________________
   Names of disputing parties

2. __________________________
   Length of time mediation was attempted

3. The outcome of the mediation process:
   ________________________________________________
   ________________________________________________
   ________________________________________________
   ________________________________________________
   ________________________________________________
   ________________________________________________
   ________________________________________________

SAMPLE
Ombudsperson signature
Date forwarded to the parties
Comments (action taken):
   ________________________________________________
   ________________________________________________
   ________________________________________________
   ________________________________________________
   ________________________________________________
   ________________________________________________

Notice: If dissatisfied with the result of mediation and if the procedural steps of Academic Professional Grievance Policies and Procedures, ACD 509-03 as revised on May 24, 1993, have been exhausted, the grievant has a right to request a formal hearing within stated time limits for grievable issues. The policy specified time limits are: within 30 days of receipt of the ombudsperson’s report. A written request for a hearing should be filed with the chair of the Academic Professional Grievance Committee at his/her office address.