

PUBLIC COMMENT PROCESS

The Allied Health programs in the Career, Health, and Technical Professions Division at Victoria College engage in continuous and systematic evaluation and improvement. We welcome the public's comments, suggestions, ideas and constructive criticism as part of that process. The Grievance/Due Process policies of the College and Allied Health Programs provide a voice for current and prospective students, employees and other affiliated persons. However, individuals in the community who do not have a formal affiliation with the College or an Allied Health program are also welcome to provide comments according to the following policy:

1. This process is only for comments or concerns that cannot be addressed by existing grievance/due process procedures described in the Student Handbook. (<http://www.victoriacollege.edu/studenthandbook>).
2. Comments must be provided in writing and signed by the author. Anonymous submissions or written comments provided on behalf of an anonymous source will not be acknowledged.
3. Comments should be submitted to the Physical Therapist Assistant Program Director at: The Victoria College, 2200 E. Red River, Victoria, TX 77091.
4. The Program Director shall respond to all comments within ten (10) working days to further discuss and resolve the issue. If satisfactory resolution is not or cannot be reached, appeal may be made along the chain of command to the Dean of Career, Health, and Technical Professions, Vice President of Instruction (VPI) and President. Appeals may be made to each higher level after ten (10) working days of submission of appeal to the prior level. The decision of the President will be final and not subject to further appeal. The Dean, VPI, nor the President will become involved until all attempts to resolve the issue with the Program Director have been exhausted, unless the comment is directly related to the performance of the Program Director.
5. Records of all correspondence will be confidentially maintained by the Program Director for five (5) years. These records are not open to the public. No person submitting a grievance shall be subjected to any retaliation or reprisal under this policy, provided that the grievance is brought in good faith.
6. Please note that the majority of the programs have an accrediting body with links to those agencies on their program page on the college website. The PTA Program website is: www.victoriacollege.edu/physicaltherapistassistant