

# Department of Family & Consumer Sciences



## Conflict/Resolution Form

**Instructions:** Please use this form to log-in your concerns / issues. This form will be kept in the Department's office.

**Procedures:** Start this form with you immediate supervisor or advisor. If the student, faculty or staff member still wish to see the Departmental Chair, a meeting will be set for the said matters.

Date: \_\_\_\_\_

Issue: \_\_\_\_\_

\_\_\_\_\_

Resolution: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Student Signature: \_\_\_\_\_ Date \_\_\_\_\_

Employee Signature: \_\_\_\_\_ Date \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_ Date \_\_\_\_\_

- Issue Resolved
- Issue needs next Level Advisement
- Issue Still open