

### **PART III. ACADEMIC POLICIES**

#### Section 1. Academic Integrity by Students

**Policy Title: Academic Integrity**

Policy Summary: This policy presents pe53262 0 T3.8 (u)-b7 (en)-3eq.8 (u)-d[(cu)-1.3 (en)-3.7 (t)- semr renenen



2. Both the student and the reporting faculty member will be notified of a conviction of an academic integrity violation.

3. Neither charges nor first convictions for an academic integrity violation will be marked on a student's transcript.

4. All convictions of academic integrity violations after the first conviction will be marked on a student's transcript as either "sanctioned for academic integrity violation," "suspended for academic integrity violation," or "expelled for academic integrity violation." The mark of "sanctioned for academic integrity violation" will be removed upon graduation. "Suspended for academic integrity violation," or "expelled for academic integrity violation" will remain on the student's transcript.

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## Section I: Procedures for Identifying Academic Integrity Violations

1. Faculty may use any legal and ethical method for the identification of an academic integrity violation, including the use of plagiarism detection software.
2. Faculty must immediately provide the student with notice concerning any allegations of an

B. All meetings are private and not open to the public.

C. The Provost or Provost's designee will determine the duration, order, and procedures of the meeting.

D. Failure to meet with the Provost or Provost's designee within ten business days will result in an academic hold being placed on the student's record; students will be notified by email when the hold has been placed. This hold will not be lifted until the meeting with the Provost or Provost's designee has occurred and the student has signed and returned the Academic Integrity Form.

E. At the meeting, the student will review and sign the Academic Integrity Form and indicate whether they accept or dispute the charge of an academic integrity violation.

i. If the student accepts the charge, this constitutes a first conviction of an academic integrity violation and the meeting is concluded.

ii. If the student disputes the charge, the student will be asked to schedule a hearing with the chair(s) of the Academic Standards Committee as soon as possible, but no later than ten business days after the meeting with the Provost or Provost's designee.

iii. The original Academic Integrity Form will be kept in the student's file.

F. After the meeting, The Provost's designee will notify the charging faculty that the student met with the Provost's designee and whether the student accepted or is disputing the charge.

### 3. Hearings with the Academic Standards Committee

A. All hearings are scheduled by the chair(s) of the Academic Standards Committee.

B. All hearings are private and not open to the public.

C. All hearings will be recorded.

D. The student has the right to present additional information, respond to the charges, explain his or her conduct, and defend against charges of an academic integrity violation. Tt4(gr)2.7b8 ( of)2. (a)4.3 (t)4ige3cadei.Td(D.)Tj/TT1v(ge3c)4

F. Failure by the student to appear at the meeting will result in the Academic Standards Committee adjudicating the case based solely on the evidence in the student file.

G. After hearing all evidence, the Academic Standards Committee will evaluate the evidence and decide, by vote of those present, whether to uphold or dismiss charges. In the event of a tie vote of those present, the Committee will dismiss charges.

i. If the majority agrees that the charges are supported by preponderance of the evidence, the Academic Standards Committee will uphold the charge and the student is convicted of academic integrity violation

H. If the conviction is for a first offense, the hearing is concluded, and the student is informed in writing of the conviction.



**Appendix**

**Academic Integrity Form**

I, \_\_\_\_\_ (name) understand that a charge of academic dishonesty has been made against me by \_\_\_\_\_ (instructor) in \_\_\_\_\_ (course number and name) during \_\_\_\_\_ (academic term).

I have reviewed the Fort Lewis College Academic Integrity Policy and discussed the charge with the Provost or Provost’s designee. I also understand that regardless of whether or not I accept the charges against me, no one can compel the instructor to change any sanctions imposed in the course, including but not limited to, a penalty on the assignment, exam and/or final grade.

I acknowledge that my actions violated the Fort Lewis College Academic Integrity Policy. I understand that a second charge will result in a mandatory hearing before the Academic Standards Committee and, if upheld, a sanction of probation, delayed suspension, immediate suspension, or immediate expulsion will be imposed.

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

1.) I deny that my actions violated the Fort Lewis College Academic Integrity Policy and therefore request a hearing before the Academic Standards Committee to review the charge.

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