

# Duluth Campus Procedures for Scholastic Dishonesty

Scholastic Dishonesty is suspected

Via e-mail, the faculty member makes a fair and timely request for a meeting with the student to discuss the allegations. The e-mail must reference a) the Student Conduct Code, Subd. 1 Scholastic Dishonesty & b) describe the allegations.

At the meeting, the faculty member presents their concerns and listens to the student's perspective. Using the preponderance standard, if the faculty member believes the student is responsible for scholastic dishonesty, a sanction is selected by the faculty member. The student is invited to sign the Report of Scholastic Dishonesty.

No findings — case closed.

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Upon receipt of the report, the Office of Student Conduct & Conflict Resolution (OSCCR) determines if the student has a prior record of scholastic dishonesty, and if so, the student will be directed to attend an additional meeting with the appropriate Associate Vice Chancellor of Academic Affairs who may issue additional sanctions.

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If the student accepts the sanctions, OSCCR will e-mail the student reiterating the sanctions chosen by the faculty member (and in cases of multiple violations, the Associate Vice Chancellor of Academic Affairs) as well as the option to appeal.

If the student disagrees with the allegations and/or sanctions, OSCCR will contact the student and the appropriate appeals officer as follows:

Single Violation

Multiple Violations

Cases in which the accusing faculty member is NOT the Department head, the Department Head serves as the appeals officer

Cases in which the accusing faculty member IS the Department Head, the Associate Dean serves as the appeals officer

The Executive Vice Chancellor for Academic Affairs serves as the appeals officer and this decision is final.

If the student still disagrees, the Associate Dean will conduct an investigation and make a recommendation to the Dean

If the student still disagrees, the Dean will conduct an investigation and make a decision on the appeal

Case closed

If the student is not satisfied with the Dean's/Director's decision, an appeal may be made to the appropriate Associate Vice Chancellor of Academic Affairs. The decision of the Associate Vice Chancellor of Academic Affairs is final.

Case closed