# Academic Integrity Process

## Incident Report

1. Report submitted by faculty, staff, or student
2. Office of Academic Initiatives and Integrity Office (OAII) notifies instructor/department of report
3. Instructor refrains from issuing any grade until resolution of the process
4. OAII gathers any missing information
5. OAII assigns case to appropriate AIM

## Academic Integrity Monitor (AIM)

2. AIM is an Associate Dean designated by Dean of College/School
3. AIM conducts initial review of allegations
4. AIM is responsible for initial review of allegations that occur within courses in his/her college
5. AIM is responsible for determining if evidence is sufficient to forward to AUAIB
   - If an AIM determines sufficient evidence exists – the case moves forward to AUAIB
   - If an AIM determines evidence is insufficient – the case is dismissed

## Student/Faculty Input

3. The Instructor of the course in which the alleged incident occurred may request the AUAIB review the case if he/she disagrees with the AIM’s initial determination (with Department Chair/Head approval).
4. A student has 3 options following an AIM’s initial determination:
   - Consent to AIM’s decision and recommendation for sanctions
   - Contest finding of responsibility
   - Contest the sanctions being imposed

## All University Academic Integrity Board (AUAIB)

4. The AUAIB consists of a faculty representative from each undergraduate college/school, the Graduate School and International Education and the library. There is also an undergraduate and graduate student representative
5. The AUAIB uses a ‘preponderance of evidence’ standard of proof – evidence which shows that something more likely than not is true
6. The AUAIB is responsible for imposing sanctions consistent with the Sanction Rubric
7. Ordinarily, the AUAIB will not take a student’s intent into account
8. A student contesting an AIM’s recommendation rarely attends an AUAIB hearing. This is only permitted if the student is facing a loss of scholarship, academic suspension, or expulsion
9. Student’s unable to attend AUAIB hearings are still allowed to participate through a written statement and/or a meeting with the Chair of the AUAIB
10. Instructors do not typically attend hearings unless it is specifically requested by the AUAIB in order to allow for clarification of a complex incident.

## Appeal

5. Students or the instructor (with support of the Department Head/Chair) may appeal the AUAIB decision
6. Appeals must be submitted within 5 business days of the AUAIB decision
7. Appeals are determined by the Provost of Academic Affairs and the Chancellor