

## **Discipline Process: Faculty Disposition of Scholastic Dishonesty**

Faculty member documents initial behavior observed or reported.



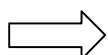
Confidentially investigate and determine whether there is a violation.

No violation  
No action

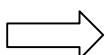
If violation, **prepare faculty disposition of a Scholastic Dishonesty form.**



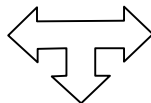
**Arrange meeting with student or students.  
Discuss form and your findings followed by the penalty.**



Offer and provide student with copy of form.



After discussion with the student, if it is found that the student did not commit scholastic dishonesty. Note finding and keep the documentation.



After discussion, if you find the student did commit scholastic dishonesty then review the appropriate penalty with the student as noted on the form. Then:

1. ***If the student chooses to accept your finding and penalty, they sign the form.***
2. Attach syllabus and supporting documents.
3. Obtain review by Dean or Chair and signature.
4. **Forward entire packet to the Office of Student Judicial Affairs, UC 2.02.18.**



Appeal options to Vice President and President on **Penalty Only**

***If the student chooses not to accept your finding and penalty and chooses not to sign the form:***

1. Inform the student they will be contacted by Judicial Affairs
2. Attach syllabus and supporting documents.
3. Obtain review by Dean or Chair and signature.
4. **Forward entire packet to the Office of Student Judicial Affairs, UC 2.02.18**



University Hearing followed by appeal options to Vice President and President on **Findings and/or Penalty**



**Record Kept in the Office of Student Judicial Affairs**

