GWU Academic Integrity Process Outline

Conflict Education & Student Accountability (CESA) works with students and instructors of record to manage each case individually. This chart provides a summary of the ways in which cases are typically processed under the Code of Academic Integrity. This guide provides an overview of the process under the Code of Academic Integrity. Students are encouraged to read the Code in its entirety. In the event this guide is inconsistent or in conflict with the Code, the Code will apply.

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Instructor of record (IOR) identifies or receives report of a possible academic integrity violation.

IOR contacts CESA to learn if any prior violations would affect sanctioning.

Proposed sanctions include suspension or expulsion

Student contests the violation and/or proposed sanction.

IOR recommends warning

Student accepts sanction and violation.

Faculty member meets with student to review concerns, invite a response, and suggest a sanction.

Proposed sanctions exclude suspension and expulsion

ACADEMIC INTEGRITY PANEL

- A panel of three students and faculty members hear the case.
- The panel determines whether the respondent is in violation and recommends a sanction.

ACADEMIC INTEGRITY AGREEMENT

- An option for respondents who accept an in violation finding for all charges and agree to proposed sanctions.
- Includes waiving the right to appeal and concludes the process.
- CESA may follow-up to confirm with IOR and student.

WARNING

- An option where the IOR can issue a Warning through CESA. A Warning does not generate a formal record, and cannot be assigned in conjunction with a grade related sanction.
- The student may dispute the warning and request a fact-finding process, which would then go through the Academic Integrity Panel (AIP) process.

IN VIOLATION (some or all charges)

Panel will provide a report including the finding, rationale, and recommendation for sanctions to the Dean of the school/college (or designee) in which the violation occurred.

Dean of the school/college reviews sanctions for significant deviation from similar cases. Dean may modify the sanction, and may not change the finding.

Student and IOR will receive an outcome, including finding, rationale for finding, sanction(s), and rationale for sanction(s).

NOT IN VIOLATION (all charges)

Student and IOR will receive an outcome, including finding, rationale for finding.

Student may appeal:

- Submitted in writing within 5 business days after outcome letter.
- Grounds for appeal: material deviation from procedures, new and relevant information that was unavailable.
- Provost (or designee) reviews the appeal and makes a final decision.

Process concludes.

Basic rights of respondents (accused students) in academic integrity proceedings

- Notice of charges and date of proceeding, reasonable access to case file; question and respond to information to be used to make decision in a case; right to witnesses; right not to be sanctioned unless the hearing body finds a preponderance of the evidence that the respondent is in violation; right to appeal decisions.
- A support person may be present, at the student’s request.
- A support person may be anyone not otherwise involved in the incident.
- An attorney may serve as a support person, but may not represent the respondent. Because of the educational nature of the process, participants are expected to articulate on their own behalf.