



ACADEMIC INTEGRITY PROCESS



THE UNIVERSITY OF ARIZONA

College of Nursing



CODE OF ACADEMIC INTEGRITY

- Conduct prohibited by UA
- Student responsibility
- Faculty responsibility
- Integrity violation procedures

FACULTY RESPONSIBILITY

- Support Code of Academic Integrity
- Include in syllabi
 - Policy regarding previously submitted academic work
 - Special rules regarding integrity & nursing specific ethics

CONFERENCE

1. Schedule Faculty-Student Conference

- a) Within 15 days of violation
- b) Provide written notice to student
- c) Within a reasonable timeframe
- d) Include conference date, time, and location
- e) Provide detailed reason for conference
- f) With fair consideration of the charges

2. Host Faculty-Student Conference

- a) Explain the charges
- b) Share any evidence
- c) Listen to the student

CONSIDERATIONS

3. Does the **evidence** support a finding that the student engaged in misconduct?
 - a) If no, notify the student in writing. No further action needed.
 - b) If yes, proceed to Step 4.
4. Consider the following
 - a) Seriousness of misconduct
 - b) Student's state of mind
 - c) Harm done to the UA and other students
 - d) Mitigating and aggravating factors, [Policy 5-308.H](#)

SANCTIONS

5. Determine sanctions (may select as many as appropriate)
 - a) Written warning
 - b) Loss of credit for the work involved
 - c) Reduction in grade
 - d) Notation of the violation on transcript
 - e) Failing course grade
 - f) Education
 - g) Suspension/Expulsion from program and/or college
 - h) Revocation of student degree

REPORT

6. Submit Incident Referral Form

- a) Within 10 days of faculty-student conference
- b) Student name
- c) Incident date, location, witnesses
- d) Charges
- e) Evidence (photos, receipts, emails, etc.)
- f) Findings
- g) Conclusions
- h) Sanctions imposed

NOTIFICATION

- Sent by Dean of Students Office
- Sent to Student and CON ADAA, cc: Faculty
- Student may appeal within 10 days of notification

APPEAL TO COLLEGE DEAN

- Student can appeal any decision and sanction
- Appeals sent to ADAA
- Students must be allowed to continue in class, without prejudice, until all appeals are completed
- If semester ends before appeals are completed, faculty will report "I" grade

APPEAL HEARING

- Within 30 days
- May convene committee if desired
- Reviews faculty decision, sanctions, submitted evidence
- Confers with student and faculty
- Reviews any evidence provided by student

APPEAL DECISION

1. Evidence does not support conclusion
 - ADAA will overturn sanction(s)
 - All reference to the charge removed from student record
2. Evidence supports conclusion & sanction is appropriate
 - ADAA will uphold sanction(s)
3. Evidence supports conclusion & sanction is inadequate or excessive
 - ADAA will modify sanction(s)

APPEAL NOTIFICATION

- Within 30 days
- ADAA will submit Record of Appeal
- Record of Appeal will notify DOS, faculty, student

APPEAL TO UNIVERSITY HEARING BOARD

- Within 10 days
- Approved reasons
 - Transcript notation
 - Suspension from university
 - Expulsion from university
 - Degree revocation
 - ADAA did not respond to first appeal

MULTIPLE VIOLATIONS

- DOS will notify ADAA if student had prior violation(s)
- ADAA will determine if additional sanctions are warranted

VIOLATION PROCEDURE

- Faculty responsible for approving course grades
 - Is responsible for ensuring violation procedure is followed
- ADAA may suspend student from class/clinic/lab
 - Until academic integrity proceedings final resolution
 - If they find supporting information is reliable, and
 - The students continued presence poses a significant threat
- OSAA Director available to consult

QUESTIONS

