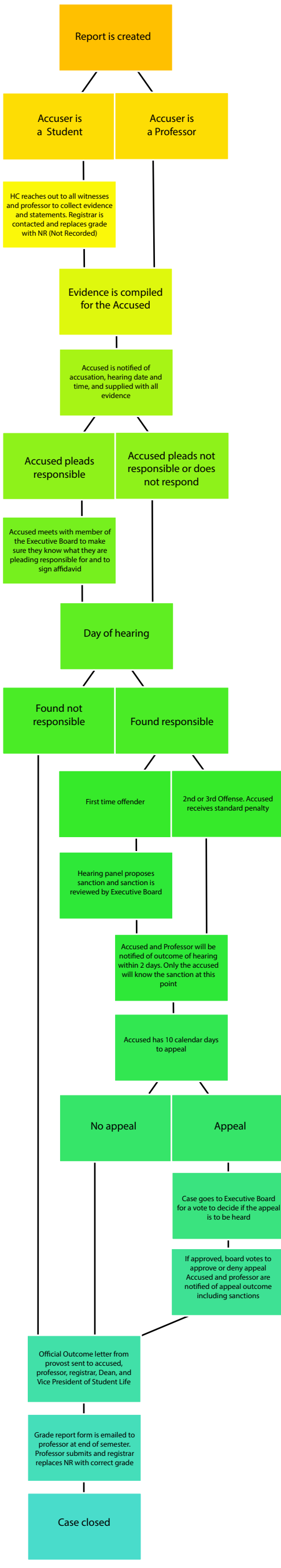
Report is created
Accuser is a Student
Accuser is a Professor
HC reaches out to all witnesses and professor to collect evidence and statements. Registrar is contacted and replaces grade with NR (Not Recorded)
Evidence is compiled for the Accused
Accused is notified of accusation, hearing date and time, and supplied with all evidence
Accused pleads responsible
Accused pleads not responsible or does not respond
Accused meets with member of the Executive Board to make sure they know what they are pleading responsible for and to sign affidavid
Day of hearing
Found not responsible
Found responsible
First time offender
2nd or 3rd Offense. Accused receives standard penalty
Hearing panel proposes sanction and sanction is reviewed by Executive Board
Accused and Professor will be notified of outcome of hearing within 2 days. Only the accused will know the sanction at this point
Accused has 10 calendar days to appeal
No appeal
Appeal
Case goes to Executive Board for a vote to decide if the appeal is to be heard
If approved, board votes to approve or deny appeal Accused and professor are notified of appeal outcome including sanctions
Official Outcome letter from provost sent to accused, professor, registrar, Dean, and Vice President of Student Life
Grade report form is emailed to professor at end of semester. Professor submits and registrar replaces NR with correct grade
Case closed