

## Chapter 6.

# **THE UCR DISCIPLINE PROCEDURE IN MATTERS OF ACADEMIC DISHONESTY (Adopted by the Riverside Division 4 Feb 88)**

If a Faculty member has evidence that cheating or plagiarism may have occurred, he or she should immediately meet with the student and discuss the circumstances. If the student admits academic dishonesty, then the instructor will issue the appropriate grade. If the student does not acknowledge misconduct, then the procedure described below will be followed.

- A. The Faculty member shall report the incident to the Assistant Vice Chancellor--Student Services for investigation of the facts and referral of the case to the Student Conduct Committee, if necessary. No grade should be assigned for the work in question, or for the course, pending resolution of the case.
- B. The Assistant Vice Chancellor--Student Services shall gather all relevant evidence from both the student and Faculty member (and other knowledgeable parties), review the allegations, determine whether there was cheating or plagiarism, and if so levy the appropriate administrative disciplinary sanction. If the student does not appeal those sanctions to the Student Conduct Committee within one week, then the Assistant Vice Chancellor--Student Services shall report to the Faculty member that the student has not appealed the findings. The Faculty member will then notify the Registrar of the appropriate grade to be posted.
- C. If the Assistant Vice Chancellor--Student Services reports that there is insufficient evidence of academic dishonesty to warrant administrative disciplinary sanctions, and that the student does not acknowledge misconduct, the Faculty member has the right to a hearing of the case before the Student Conduct Committee.
- D. The student has the right to ask for an appeal hearing before the Student Conduct Committee in cases decided directly by the Assistant Vice Chancellor--Student Services.
- E. A case referred to the Student Conduct Committee either directly by the Assistant Vice Chancellor--Student Services, by appeal of the Faculty member, or by appeal of the student will be handled by the current procedures. The Committee will report to the Vice Chancellor--Student Services, as it normally does, on findings of fact, aggravation, mitigation, and recommended administrative discipline. In cases involving a grade, the Committee will also report to the instructor its finding that the student did or did not commit the acts as charged. The Faculty member will then notify the Registrar of the appropriate grade to be posted consistent with the decision of the Student Conduct Committee as to the question of misconduct.