Undergraduate/Chang
Policy 60 Process

The Process

1. Suspicion of Academic Misconduct.
   2. Instructor submits suspicion information to AIO Automated System.
   3. Choose a discussion type:
      • Facilitated Discussion
      • Non-Facilitated Discussion
      • Refer the Suspicion to a Designated Decision Maker (CUPE 1/2)
   Note: Discussion occurs within 5 business days of notification (where possible).
   4. Decision Maker makes decision (see outcomes 1-4) and submits to AIO Automated System.
   5. Decision sent to student and relevant parties.

Outcome 1
No finding of Academic Misconduct.
FAI Quiz and/or SLS workshop(s) may be assigned to student.

Outcome 2
Finding of Academic Misconduct accepted by student (no appeal is submitted by the student).
FAI Quiz and/or SLS workshop(s) may be assigned to student.
Student receives finding and penalty as decided by the decision maker.

Outcome 3
Finding of Academic Misconduct not appealed, penalty appealed (minimum penalty not appealable).
FAI Quiz and/or SLS workshop(s) may be assigned to student.
Student may submit appeal to AIC within 10 business days.

Outcome 4
Determination of Academic Misconduct not accepted by student.
FAI Quiz and/or SLS workshop(s) may be assigned to student.
Student may submit appeal to AIC within 10 business days.

AIC Hearing is held

AIC Decision Option 1
Appeal granted; no further action taken.

AIC Decision Option 2
Appeal Denied.
Student may submit appeal to SAC within 10 business days.

AIC Decision Option 3
Penalty Hearing may be held due to Progressive Discipline (e.g. 2nd DN) or where penalty of Disciplinary Withdrawal (DW), Expulsion or Revocation of a Degree/Certificate is recommended.
If appeal to AIC denied, student may submit appeal to SAC within 10 business days.
If AIC recommends higher penalty there is an automatic SAC hearing.

SAC Decision Option 1
Appeal Granted.

SAC Decision Option 2
Appeal Denied. Decision is final and not appealable.

PLEASE NOTE: the AIC can alter (increase or decrease) penalty rather than grant or deny the appeal in full (see Policy 60, section 14.5.)

Legend
AIC – Academic Integrity Council
AIO – Academic Integrity Office
DDMC – Designated Decision Makers Council
DDM – Designated Decision Maker
DN – Disciplinary Notation
FAI – Fundamentals of Academic Integrity Quiz
SAC – Senate Appeals Committee
SARP – Senate Appeals Review Panel
SLS – Student Learning Support

August 28, 2019