September 14, 2015

TO ALL FACULTY

Re: New Policy on Academic Misconduct for Undergraduates

Dear Colleagues:

I am pleased to announce the new Policy on Academic Misconduct for Undergraduates, available at https://www.ue.ucsc.edu/academic_misconduct.

The new policy simplifies many aspects of the process for faculty, students, and administrators. The policy is the result of an extensive multi-year collaboration among the Council of Provosts, Campus Counsel, and my office, and has been endorsed by the Committee on Educational Policy (CEP), and approved by Chancellor Blumenthal.

While similar in structure to the prior policy, it includes several important changes:

- It eliminates the deferred grade (DG) notation, thus disentangling the academic sanction (faculty member’s decision) from the disciplinary sanction (provost’s decision).
  - Faculty should assign grades at the normal time. Grades should take into account the academic sanction the professor is assigning for the Academic Misconduct case. Grade changes may still take place at the discretion of the faculty member and at the conclusion of the disciplinary process.
- It transforms the tribunal process into an examination of the written record in most cases.
  - Hearings will only be held when the written record does not provide sufficient information for the tribunal to reach a decision.
- It includes a table of disciplinary sanctions based on case history.
  - The table codifies the consistent treatment of cases that the Council of Provosts has developed over the past several years.
- It includes expected time frames.
  - Instructors should notify students within 10 working days of discovery; meet with the student within 10 working days of that notification; and submit the report form to the college provost within 5 working days of that meeting.

If you have any questions about this new policy, please do not hesitate to contact the student’s college provost or me if you have any questions.

Thank you for your assistance in upholding academic integrity standards.

Sincerely,

Richard Hughey
Vice Provost and Dean
of Undergraduate Education

cc: Academic Deans
    College Provosts
    Department Chairs
    Department Managers
    College Academic Programs Coordinators
    Academic Preceptors
    Department Advisors