

## Policy on Sanctions Related to Academic Integrity

Approved by the UNL Faculty Senate, December 3, 2019

The University, our community, and our stakeholders expect academic work and research to be authentic demonstrations of a student's own ability and effort. Faculty members and instructors play a predominant role in establishing, monitoring, and upholding a culture of academic integrity. As detailed below, a faculty member or instructor of record who determines that a student has, more likely than not, committed an act of academic dishonesty in a course or academic activity,<sup>1</sup> must report the incident and may, in the exercise of his or her professional judgment, impose academic sanction(s) and/or make recommendations for nonacademic sanctions:

- a. Prior to reporting a perceived act of academic dishonesty, imposing any associated sanctions or making a recommendation for additional discipline, the faculty member must attempt to discuss the allegation with the student, allowing up to two business days, defined by the university schedule, for a response.<sup>2</sup> The allowed time for response can be reduced as necessary to comply with deadlines imposed by the Registrar.<sup>3</sup>
- b. While the academic sanction(s) may be chosen to match the scope of the alleged offense (for example, reduction in grade on an individual course component), they can also be as severe as assigning a reduced or even failing grade across multiple course components or the entire course. Faculty members and instructors considering sanctions are encouraged to contact the Office of Student Conduct and Community Standards.<sup>4</sup>
- c. Either the sanctioning faculty member or the sanctioned student can ask that the matter be brought to the attention of any or all of the following: the student's major adviser; the director of the academic unit offering the course or activity; the director of the faculty member's home academic unit (if distinct from the unit in which the course/activity was offered); and/or the Deans of the colleges in which the student is enrolled, the course is offered, and/or the faculty member/instructor is appointed.
- d. Whenever sanctions are imposed, the faculty member/instructor shall report, in writing or using the [Report a Violation](#) link from Student Conduct,<sup>4</sup> the evidence for the offense, and the nature of the sanctions. This report shall be sent to the director of the academic

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<sup>1</sup> Refers to any component of a course (lecture, laboratory, recitation, studio, dissertation or thesis hours) or similar activity in which a student is enrolled.

<sup>2</sup> If the incident involving academic dishonesty is discovered belatedly (for example, in the semester following the course in question, the faculty member or instructor should consult the Office of Student Conduct and Community Standards prior to making a report.

<sup>3</sup> If the planned academic sanctions would likely alter the student's grade, one alternative for the faculty member would be to assign a grade of Incomplete (I) along with details about the final grades that would be assigned should the academic sanctions stand or be overturned.

<sup>4</sup> Office of Student Conduct: 33 Canfield Administration Building / P.O. Box 880418 / Lincoln, NE 68588-0418; phone (402) 472-2021; fax (402) 472-8189; Email: [studentconduct@unl.edu](mailto:studentconduct@unl.edu)

unit in which the course was offered, to the Office of Student Conduct and Community Standards,<sup>4</sup> and to the student.

- e. Even if no academic sanctions are imposed, but evidence of academic dishonesty is found, the faculty member or instructor must report the incident, using the [Report a Violation](#) provided by Student Conduct. This information is critical in helping the Office of Student Conduct and Community Standards assess the extent of academic dishonesty on the campus and to be vigilant for instances of repeated dishonesty.
- f. Whether or not academic sanctions have been imposed, the faculty member/instructor may choose to include in the report a recommendation for disciplinary proceedings against the student for violation of the Student Code;<sup>5</sup> any such recommendation must be accompanied by an explanation of why disciplinary action(s) are warranted.
- g. Reporting faculty are authorized persons with whom the Office of Student Conduct must, if requested, share information about the outcome(s), including non-academic sanctions, directly related to the report of academic dishonesty.

Once a faculty member has made an allegation of academic dishonesty,<sup>6</sup> any student named in this allegation may not drop or withdraw from the course in question without written authorization from the Office of Student Conduct and Community Standards.

In cases where the student admits to the reported academic dishonesty, the student has the right to appeal the severity of the imposed academic sanction through the grade appeal process within 14 calendar days after the end of the semester. Note, however, that the grade appeal process has no bearing on any disciplinary proceedings instituted by the Office of Student Conduct and Community Standards in response to the faculty report.

In cases where the student disputes the determination of academic dishonesty described in the faculty member's report, the matter shall be referred to the Director of the Office of Student Conduct and Community Standards for disposition in accordance with the University Disciplinary Procedures. Any academic sanction imposed by the faculty member shall be withheld until a final decision is rendered under the University Disciplinary Procedures. If it is determined through these procedures that the student did not commit academic dishonesty, the academic sanction shall be set aside. If it is determined that the student committed academic dishonesty, the faculty member's academic sanction shall be imposed in addition to any disciplinary sanction imposed under the University Disciplinary Procedures.

The provisions of this Student Code relating to academic dishonesty and the procedures applicable thereto do not apply to law students in the College of Law. These students are governed by the Honor Code of the College of Law.

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<sup>5</sup> <https://studentconduct.unl.edu/student-code-conduct>.

<sup>6</sup> The date and time of the allegation is defined as the initial communication with the student. Faculty members are strongly urged to use e-mail for this communication.