



3) Acquiring, without permission, tests or other academic

applicable. When a complaint presents facts that would suggest that the challenged action stemmed from conduct violating SDBOR Policies 1.4.3 or 1.4.4, the matter will be

prejudiced or capricious consideration of Student opinions or conduct unrelated to academic standards, of Student status protected under policy or law, or of other considerations that are inconsistent with the bona fide exercise of academic judgment.

- iv. When an academic decision (e.g. grade, suspension from an academic course or program, etc.) is determined by a Faculty Member or other University Official, the Student has a right to appeal the decision if the Student believes they were treated unfairly or important information was not considered in the decision. To file an Academic Appeal, the procedures outlined herein must be followed.

#### 4. Procedures

##### a. Academic Misconduct

##### i. Faculty members who have evidence of alleged Academic Misconduct will:

- 1) thoroughly document all communications, actions, materials, and evidence regarding the Academic Misconduct;
- 2) review and retain the material (e.g. exam, quiz, report, term paper, etc.) and other data to ensure sufficient evidence for a charge of Academic Misconduct; and
- 3) inform the applicable Department Head(s) and Dean(s).

##### ii. Informal Resolution

- 1) The Faculty Member will meet with the Student to discuss the allegations. The Faculty Member will attempt informal resolution within ten (10) business days of the initial meeting between the Faculty Member and Student. The Faculty Member may request the assistance or presence of the Student Conduct Officer for this meeting and may request information from the Student Conduct Officer, including whether a Student has been found responsible for prior occurrences of Academic Misconduct, at any point throughout the process.
- 2) Informal resolution is reached where the



4:6 to the University Title IX/EO Coordinator, or designee, for investigation and resolution under those policies. No further action will be taken under SDBOR Policy 2.9.1 or this policy pending the completion of proceedings under SDBOR Policy 1.4.3 and University Policy 4:6.

