



UNIVERSITY OF MINNESOTA  
BOARD OF REGENTS POLICY

**Academic**

**STUDENT CONDUCT CODE**

**Adopted:** July 10, 1970

**Amended:** December 13, 1974; March 11, 1994; June 13, 2003; December 8, 2006

**Supersedes:** (see page 5 of policy)

# Student Conduct Code

## SECTION I. SCOPE.

This policy applies to all students and student organizations at the University of Minnesota (University).

## SECTION II. JURISDICTION.

The Student Conduct Code (Code) shall apply to student conduct that occurs on University premises or at University-sponsored activities. At the discretion of the president or delegate, the Code also shall apply to off-campus student conduct when the conduct, as alleged, adversely affects a substantial University interest and either:

- (a) constitutes a criminal offense as defined by state or federal law, regardless of the existence or outcome of any criminal proceeding; or
- (b) indicates that the student may present a danger or threat to the health or safety of the student or others.

## SECTION III. GUIDING PRINCIPLES.

- (a) The University seeks an environment that promotes academic achievement and integrity, that is protective of free inquiry, and that serves the educational mission of the University.
  - (b) The University seeks a community that is free from violence, threats, and intimidation; that is respectful of the rights, opportunities, and welfare of students, faculty, staff, and guests of the University; and that does not threaten the physical or mental health or safety of members of the University community.
  - (c) The University is dedicated to responsible stewardship of its resources and to protecting its property and resources from theft, damage, destruction, or misuse.
  - (d) The University supports and is guided by state and federal law while also setting its own standards of conduct for its academic community.
  - (e) The University is dedicated to the rational and orderly resolution of conflict.
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## **SECTION IV. THE RESPONSIBILITIES OF DUAL MEMBERSHIP.**

Students are both members of the University community and citizens of the state. As citizens, students are responsible to the community of which they are a part, and, as students, they are responsible to the academic community of the University. By enforcing its Code, the University neither substitutes for nor interferes with other civil or criminal legal processes. When a student is charged in both jurisdictions, the University will decide on the basis of its interests, the interests of affected students, and the interests of the community whether to proceed with its disciplinary process or to defer action. Determinations made or sanctions imposed under the Code will not be subject to change because criminal charges arising out of the same facts were dismissed, reduced, or resolved in favor of the criminal law defendant.

## **SECTION V. DISCIPLINARY OFFENSES.**

Any student or student organization found to have committed or to have attempted to commit the following misconduct is subject to appropriate disciplinary action under this policy:

**Subd. 1. Scholastic Dishonesty.** Scholastic dishonesty means plagiarizing; cheating on assignments or examinations; engaging in unauthorized collaboration on academic work; taking, acquiring, or using test materials without faculty permission; submitting false or incomplete records of academic achievement; acting alone or in cooperation with another to falsify records or to obtain dishonestly grades, honors, awards, or professional endorsement; altering, forging, or misusing a University academic record; or fabricating or falsifying data, research procedures, or data analysis.

**Subd. 2. Disruptive Classroom Conduct.** Disruptive classroom conduct means engaging in behavior that substantially or repeatedly interrupts either the instructor's ability to teach or student learning. The classroom extends to any setting where a student is engaged in work toward academic credit or satisfaction of program-based requirements or related activities.

**Subd. 3. Falsification.** Falsification means willfully providing University offices or officials with false, misleading, or incomplete information; forging or altering without proper authorization official University records or documents or conspiring with or inducing others to forge or alter without proper authorization University records or documents; misusing, altering, forging, falsifying, or transferring to another person University-issued identification; or intentionally making a false report of a bomb, fire, natural disaster, or other emergency to a University official or an emergency service agency.

**Subd. 4. Refusal to Identify and Comply.** Refusal to identify and comply means willfully refusing to or falsely identifying one's self or willfully failing to comply with a proper order or summons when requested by an authorized University official.

**Subd. 5. Attempts to Injure or Defraud.** Attempts to injure or defraud means making, forging, printing, reproducing, copying, or altering any record, document, writing, or identification used or maintained by the University when done with intent to injure, defraud, or misinform.

**Subd. 6. Threatening, Harassing, or Assaultive Conduct.** Threatening, harassing, or assaultive conduct means engaging in conduct that endangers or threatens to endanger the health, safety, or welfare of another person, including, but not limited to, threatening, harassing, or assaultive behavior.

**Subd. 7. Disorderly Conduct.** Disorderly conduct means engaging in conduct that incites or threatens to incite an assault or breach of the peace; breaching the peace; obstructing or disrupting teaching, research, administrative, or public service functions; or obstructing or disrupting disciplinary procedures or authorized University activities.

**Subd. 8. Illegal or Unauthorized Possession or Use of Weapons.** Illegal or unauthorized possession or use of weapons means possessing or using weapons or articles or substances usable as weapons, including, but not limited to, firearms, incendiary devices, explosives, and dangerous biological or chemical agents, except in those instances when authorized by law and, where applicable, by proper University authority.

**Subd. 9. Illegal or Unauthorized Possession or Use of Drugs or Alcohol.** Illegal or unauthorized possession or use of drugs or alcohol means possessing or using drugs or alcohol illegally or, where applicable, without proper University authorization.

**Subd. 10. Unauthorized Use of University Facilities and Services.** Unauthorized use of University facilities and services means wrongfully using University properties or facilities; misusing, altering, or damaging fire-fighting equipment, safety devices, or other emergency equipment or interfering with the performance of those specifically charged to carry out emergency services; or acting to obtain fraudulently-through deceit, unauthorized procedures, bad checks, or misrepresentation-goods, quarters, services, or funds from University departments or student organizations or individuals acting in their behalf.

**Subd. 11. Theft, Property Damage, and Vandalism.** Theft, property damage, and vandalism include theft or embezzlement of, damage to, destruction of, unauthorized possession of, or wrongful sale or gift of property.

**Subd. 12. Unauthorized Access.** Unauthorized access means accessing without authorization University property, facilities, services, or information systems, or obtaining or providing to another person the means of such unauthorized access, including, but not limited to, using or providing without authorization keys, access cards, or access codes.

**Subd. 13. Disruptive Behavior.** Disruptive behavior means willfully disrupting University events; participating in a campus demonstration that disrupts the normal operations of the University and infringes on the rights of other individuals; leading or inciting others to disrupt scheduled or normal activities of the University; engaging in intentional obstruction that interferes with freedom of movement, either pedestrian or vehicular, on campus; using sound amplification equipment on campus without authorization; or making or causing noise, regardless of the means, that disturbs authorized University activities or functions.

**Subd. 14. Hazing.** Hazing means any act taken on University property or in connection with any University-related group or activity that endangers the mental or physical health or safety of an individual (including, without limitation, an act intended to cause personal degradation or humiliation), or that destroys or removes public or private property, for the purpose of initiation in, admission to, affiliation with, or as a condition for continued membership in a group or organization.

**Subd. 15. Rioting.** Rioting means engaging in, or inciting others to engage in, harmful or destructive behavior in the context of an assembly of persons disturbing the peace on campus, in areas proximate to campus, or in any location when the riot occurs in connection with, or in response to, a University-sponsored event. Rioting includes, but is not limited to, such conduct as using or threatening violence to others, damaging or destroying property, impeding or impairing fire or other emergency services, or refusing the direction of an authorized person.

**Subd. 16. Violation of University Rules.** Violation of University rules means engaging in conduct that violates University, collegiate, or departmental regulations that have been posted or publicized, including provisions contained in University contracts with students.

**Subd. 17. Violation of Federal or State Laws.** Violation of federal or state laws means engaging in conduct that violates a federal or state law, including, but not limited to, laws governing alcoholic beverages, drugs, gambling, sex offenses, indecent conduct, or arson.

**Subd. 18. Persistent Violations.** Persistent violations means engaging in repeated conduct or action in violation of this Code.

## SECTION VI. SANCTIONS

The following sanctions may be imposed upon students or student organizations found to have violated the Code:

**Subd. 1. Warning.** A warning means the issuance of an oral or written warning or reprimand.

**Subd. 2. Probation.** Probation means special status with conditions imposed for a defined period of time and includes the probability of more severe disciplinary sanctions if the student is found to violate any institutional regulation during the probationary period.

**Subd. 3. Required Compliance.** Required compliance means satisfying University requirements, work assignments, community service, or other discretionary assignments.

**Subd. 4. Confiscation.** Confiscation means confiscation of goods used or possessed in violation of University regulations or confiscation of falsified identification or identification wrongly used.

**Subd. 5. Restitution.** Restitution means making compensation for loss, injury, or damage.

**Subd. 6. Restriction of Privileges.** Restriction of privileges means the denial or restriction of specified privileges, including, but not limited to, access to an official transcript for a defined period of time.

**Subd. 7. University Housing Suspension.** University housing suspension means separation of the student from University Housing for a defined period of time.

**Subd. 8. University Housing Expulsion.** University housing expulsion means permanent separation of the student from University housing.

**Subd. 9. Suspension.** Suspension means separation of the student from the University for a defined period of time, after which the student is eligible to return to the University. Suspension may include conditions for readmission.

**Subd. 10. Expulsion.** Expulsion means the permanent separation of the student from the University.

**Subd. 11. Withholding of Diploma or Degree.** Withholding of diploma or degree means the withholding of diploma or degree otherwise earned for a defined period of time or until the completion of assigned sanctions.

**Subd. 12. Revocation of Admission or Degree.** Revocation of admission or degree means revoking a student's admission to the University or revoking a degree already awarded by the University.

## **SECTION. VII. INTERIM SUSPENSION.**

The president or delegate may impose an immediate suspension on a student or student organization pending a hearing before the appropriate disciplinary committee (1) to ensure the safety and well-being of members of the University community or to preserve University property, (2) to ensure the student's own physical or emotional safety and well-being, or (3) if the student or student organization poses an ongoing threat of disrupting or interfering with the operations of the University. During the interim suspension, the student or student organization may be denied access to all University activities or privileges for which the student or student organization might otherwise be eligible, including access to University housing or property. The student or student organization has a right to a prompt hearing before the president or delegate on the questions of identification and whether the interim suspension should remain in effect until the full hearing is completed.

## **SECTION VIII. HEARING AND APPEALS OF STUDENT DISCIPLINE.**

Any student or student organization charged with violation of the Code shall have the opportunity to receive a fair hearing and access to a campus-wide appeal. To safeguard the rights of students and student organizations, the president or delegate shall ensure that each campus has an appeals procedure to govern alleged violations of this policy. The appeals procedure shall provide both substantive and procedural fairness for the student or student organization alleged to have violated the Code and shall provide for resolution of cases within a reasonable period of time.

The appeals procedure must describe:

- (a) grounds for an appeal;
- (b) procedures for filing an appeal; and
- (c) the nature of an appellate review.

## **SECTION IX. DELEGATION OF AUTHORITY.**

The president or delegate shall implement this policy, including publishing and distributing the Code and the procedures governing the student disciplinary process at the University.

**SUPERSEDES: EXISTING DISCIPLINARY APPEALS POLICIES IN  
CONTRADICTION AND SPECIFICALLY REPEALS THE APPEALS POLICIES  
DATED FEBRUARY 9, 1979.**

# Procedures for Disciplinary Proceedings

## *Crookston Campus*

The Board of Regents of the University of Minnesota hereby states and adopts the following procedures for implementing the conduct code. The Regents affirm both the code and these disciplinary procedures which emphasize the maintenance of the University as an institution dedicated to the education of its students. Furthermore, the Regents affirm their grant of authority for student discipline to the President and to others designated to implement these procedures.

These procedures are concerned with assisting students in understanding and accepting the consequences of their behavior in relation to themselves and to others. The procedures are designed to guarantee the rights of the accused and to protect the welfare of all members of the University community. The Regents affirm the right of students to equitable and prompt action on alleged violations of the conduct code. In this regard, it is expected that most complaints can be heard and settled informally.

A student who fails to comply with the University disciplinary policies, procedures, and sanctions is subject to suspension or expulsion. Likewise, student organizations that fail to comply are subject to revocation of official student organization status and the accompanying privileges and benefits.

### *AUTHORITY*

The Board of Regents of the University of Minnesota have, by reason of their appointment and the assignment of administrative responsibilities, delegated jurisdiction over matters of student conduct to the Chancellor of the University of Minnesota, Crookston Campus. The Chancellor of the college has, in turn, delegated the authority to develop policy and procedures, and to take formal disciplinary action to an organized faculty-student committee of the UMC Campus Assembly. The Constitution of the UMC Campus Assembly established the Student Conduct Committee as the body responsible for formal disciplinary action on the Crookston Campus.

### *JURISDICTION*

1. **SOURCE OF AUTHORITY:** The University of Minnesota, Crookston Campus, Student Conduct Committee is responsible for receiving, investigating, and acting upon complaints of alleged misconduct of members of the student body and official student organizations. The Student Conduct Committee consists of nine members — four non-student members, four student members, and the Associate Vice Chancellor for Student Affairs and Enrollment Management (Conduct Code Coordinator) who serves as an officer of the committee without a vote. Authority to act in emergency student disciplinary situations remains with the Conduct Code Coordinator and the Chancellor if the emergency warrants it.
2. **POWERS:** The Student Conduct Committee shall establish disciplinary procedures and regulations to maintain standards of conduct and order within the student community commensurate with the educational goals of the college. Further, the Student Conduct Committee is empowered to take appropriate disciplinary action to insure that these standards are maintained, while at the same time protecting the student's rights to an impartial hearing and offering the maximum opportunity for guidance and rehabilitation to offending students.

The scope of Student Conduct Committee action, in general, shall be to interview, deliberate, and, if necessary, take appropriate action in any student disciplinary case referred to it in an appropriate manner. Such action will at once aim at the protection of the individual student, other students, and the institution.

The Committee shall have the right to impose any of the sanctions outlined under the Regents Conduct Code, including suspension or expulsion, or in the case of student organizations, revocation of official student organizations status and the accompanying privileges and benefits.

The Student Conduct Committee may delegate authority for disciplinary action to other groups or individuals such as the Residence Hall Judicial Board whose actions are subject to review by the Student Conduct Committee.

The right to review and recourse is available to the individual student, other students, and the institution through appropriate channels.

- 3. LIMITS OF AUTHORITY:** The Student Conduct Committee shall confine its actions to cases of alleged misconduct of members of the student community of this college and their activities, either on or off the campus, which materially affect the safety, security, or order necessary for the pursuit of the educational purpose of the institution.

The Student Conduct Committee will normally not take action for violations of Civil law where there is no clear relationship between the illegal act and the orderly pursuit of the educational purposes of the institution.

## ***CONDUCT CODE COORDINATOR***

A request for disciplinary action can be initiated by members of the student body, faculty, staff, or by administrators. All alleged violations of the conduct code and inquiries concerning possible violations, sanctions, and procedures to hear cases arising from such violations are directed to the Conduct Code Coordinator. The Conduct Code Coordinator performs any investigation which is necessary to determine whether a complaint should be issued or the matter dismissed or referred. Where more than one student is alleged to have violated the conduct code in a related incident, complaints or hearings may be consolidated. The Conduct Code Coordinator makes determinations regarding such consolidation.

At the conclusion of the investigation the Conduct Code Coordinator decides: (1) whether the allegations of misconduct, if proved, would appear as judged by available evidence to constitute a violation of the conduct code; (2) which item(s) in the code may have been violated; and (3) whether the complaint should be referred to the Student Conduct Committee or handled on an informal basis by the Conduct Code Coordinator. When the Conduct Code Coordinator initiates a complaint, it is a preliminary formulation subject to modification prior to transmittal to the Student Conduct Code Chairperson.

Decisions of the Conduct Code Coordinator with regard to the issuance of complaints or the dismissal of allegations are appealable to the Student Conduct Committee.

The Conduct Code Coordinator may refer an alleged violator to a professional counseling agent or agency. Referral for professional counseling most often occurs when, in the judgment of the Conduct Code Coordinator, the case involves a relatively minor offense that is determined to be not particularly suited to University adjudication.

Students involved in cases handled by the Conduct Code Coordinator are informed in writing of any meetings required, of their options for formal or informal resolution of the dispute, and provided with a copy of the procedures to be followed and the names of the members of the Student Conduct Committee. At this same time a general description of the alleged violation will be provided to the Student Conduct Committee. The Conduct Code Coordinator informs the accused student(s) of adverse evidence and offers the student(s) an opportunity to explain mitigating circumstances. A written record of the findings will be made. The Coordinator handles such cases on an informal person-to-person basis with emphasis on educational development whenever the success of such an approach appears possible. However, the Coordinator is authorized to make findings of fact and to impose sanctions.

Should the student(s) wish to have a formal hearing or reject the findings of the Coordinator the matter is referred to the Student Conduct Committee. The Coordinator may decide before ruling on a case that the complaint is too serious or complex, that the complaints against the student(s) are too numerous, that the evidence is too conflicting or irreconcilable for informal resolution, or that the handling of the matter by the Coordinator is not in the best interests of the University.

Under any of these circumstances, the Coordinator will refer the matter to the Student Conduct Committee. When a case is referred to the Committee after preliminary handling by the Coordinator, factual information gathered during the investigation of the complaint may be made available to the Committee, but records of any informal proceedings involving the Coordinator and the accused student(s) cannot be introduced in a subsequent Student Conduct Committee hearing.

Under certain unusual circumstances and in cases of emergency, the Conduct Code Coordinator may impose interim disciplinary sanctions pending formal action by the Student Conduct Committee. In any event, the Committee shall review the action of the Coordinator as soon as the Committee is reconvened. Appeal of such interim actions may be made to the Chancellor pending review by the Committee.

## *PROCEDURES*

Requests for disciplinary action (complaints) may be brought before the Student Conduct Committee as a result of: (1) referral by the Conduct Code Coordinator or (2) an appeal of the Conduct Code Coordinator's decision to dismiss an alleged violation.

In order to carry out its objectives, while at the same time offering maximum protection of students' rights to an impartial hearing and adequate appeal procedure, the Student Conduct Committee will take action when a complaint is made with the Committee, in writing, describing the act, naming those accused of misconduct, and naming witnesses, if any.

Once the complaint has been made to the Student Conduct Committee, the Chairman and the Conduct Code Coordinator will discuss the complaint with the Committee. If the charge is supported by substantial evidence and the Committee decides to act, these procedures will normally be followed.

- a. The student will be notified in writing of the nature of the complaint and the time and place set for the hearing. The notification will inform the student that the Student Conduct Committee is a hearing body that does not require attorney representation. If the student(s) or student organization chooses to be represented by an attorney, however, the Associate Vice Chancellor for Student Affairs and Enrollment Management may designate an attorney to

represent the University at a Committee hearing. The accused student(s) or student organization may choose to represent himself or herself or to have a lay (non-attorney) advocate to advise or represent them. The name of any adviser, advocate, or attorney must be submitted to the Conduct Code Coordinator at least two working days in advance of the preliminary hearing.

- b. The Committee Chairperson may request a preliminary conference with the University presenter, the accused student(s) and their adviser(s), and the Student Conduct Code Coordinator. Although the preliminary conference is a closed meeting, the Chairperson may allow additional individuals or staff members to be present. Attendance at a preliminary conference is not required. The purpose of the conference is to discuss procedural matters in order to expedite the Committee hearing. The Chairperson reports any decisions reached at the preliminary conference to the Committee at the time of the hearing. If a party elects not to attend the preliminary conference, any motion at the Committee hearing based on inadequate knowledge of the procedures, or challenges to committee membership may be denied.
- c. Any evidence to be introduced at the hearing, and the names and relevance of all witnesses to be called, shall be submitted to the Conduct Code Coordinator at least two weekdays prior to the hearing. Such information shall be made available for inspection to both the person making the complaint and the accused student and his/her representative.
- d. At the hearing, both the person making the complaint and the accused student will be given an opportunity to explain their position. Evidence and interested parties on both sides may be introduced. The hearing may include confrontation and cross-examination, if necessary and appropriate.
- e. Students have the right to hear all evidence against them, and to question adverse testimony.
- f. The Student Conduct Committee, in a closed session, will reach its decision and will inform in writing the interested parties of any action taken.
- g. If any of the parties is dissatisfied with the decision, they shall have the right to appeal to the Chancellor for a review of the action taken.
- h. The Conduct Code Coordinator shall implement the action of the Committee in the name of the Committee.

## *APPEAL STRUCTURE*

The final source of appeal on the Crookston Campus for action by the Student Conduct Committee is to the Chancellor of the College. Action of the Conduct Code Coordinator, or other University staff members are appealed to the Conduct Committee.

## *APPEAL OF RESIDENT HALL JUDICIAL BOARDS AND STUDENT CONDUCT COMMITTEE DECISIONS*

The Student Conduct Committee conducts hearings of appeals of resident hall judicial board decisions. The Student Conduct Committee does not have appellate jurisdiction over its own actions. In those instances in which the Committee has acted in accordance with its original jurisdiction and authority, appeal of its decision is made to the Chancellor.

## *FOUNDATIONS FOR APPEAL*

Appellate bodies are concerned with reviewing and deciding only those matters raised in the written appeal. Under no circumstances will an appellate body become involved in re-hearing an original complaint. The following will be recognized as grounds for appeal within the University's disciplinary system.

1. The decision was made without benefit of relevant evidence not reasonably available at the time of the initial hearing. (If this ground is favorably reviewed, the case will be returned to the original body for presentation of the new evidence.)
2. The hearing was procedurally unfair, in that:
  - a. The original hearing deviated in a substantial way from the body's established hearing procedures.
  - b. During the first full hearing of the original complaint, a student right established under University policy was violated.
3. The sanction was clearly inconsistent with the severity of the alleged violation of rules or policy.
4. The decision was made contrary to the weight of the evidence.
5. The interests of the residents, group, college, or the University were not adequately or sufficiently weighed and considered.

The grounds for appeal as specified will not preclude the filing of an appeal in other instances that can be documented or supported as a valid claim for review. If a new ground is to be proposed by the appellant, the ground should be clearly stated and documented in the written request for the appeal.

In any written requests and initial hearings on appeals, the mere assertion of any of the stated or created grounds for appeals alone will not constitute sufficient reason for an appellate body to accept the appeal for review. The statement of grounds must be supported in writing and at the initial hearing with reasoned argumentation and, if possible, with specific references to testimony, procedures, or rulings that support the assertions.

## *PROCEDURES FOR FILING AN APPEAL*

A request for an appeal to the Campus Conduct Committee or the Chancellor must be filed with the University's Conduct Code Coordinator. The request for an appeal must be filed in writing within ten work days (excluding University-observed holidays) of the decision of the original hearing body. The request should state the grounds on which the person or group believes the original hearing body clearly erred and offer preliminary argumentation to support their claims according to the criteria specified below. In matters involving requests for appeals, the Conduct Code Coordinator's sole function is to forward the request for appeal to the Chairperson of the Student Conduct Committee or the Chancellor. The Conduct Code Coordinator will forward a request for appeal upon receipt of the written request.

In all cases in which the disciplinary action includes suspension or expulsion, there shall be an automatic review by the Chancellor of the College.

## NATURE OF APPELLATE REVIEW

In the hearing of a disciplinary appeal at any level of adjudication within the University, the appellate body will focus on the central questions: Has the previous adjudicative agency clearly erred? The Student Conduct Committee when serving as an appellate body will initially meet to determine whether the grounds for appeal are sufficient as presented to warrant a formal review. This hearing is based on the written request for an appellate review and whatever argument is necessary to support the written request. Only in unusual cases will grounds for an appeal not cited in the written request be allowed to be added at the time of this first hearing. This initial hearing will not involve the substance of the appeal, only the merits of the grounds as presented.

If the appellate body find the grounds as established sufficient and convincing to warrant a formal review, they will commence such a review within one month and conclude within a reasonable amount of time thereafter.

In addition, the appellate body may review the record of proceedings of the previous adjudicative agency prior to the actual appellate hearing. Both the initial pre-appeal hearing and the appellate hearing are open public hearings unless either party to the original complaint requests the Chair to close the hearing(s). The Chair will approve all such requests.

If, as part of the appeal, new evidence that is demonstrated not to have been reasonably available at the time of the original hearing and that is also demonstrated as potentially having a substantial impact on the outcome of the original hearing is introduced, the complaint will be returned to the previous adjudicative agency for a hearing of the new evidence. The appellate body will, in other cases, accept the factual determinations of the previous agency if it determines that the agency had a reasonable basis for its findings. This is done with the understanding that a choice between one or two or more permissible interpretations of evidence or testimony is not clearly erroneous. An appellate body will also accept the determinations of the previous agency regarding policy interpretations and sanction dispositions if such determinations cannot be shown to be clearly erroneous in light of the record.

If the appellate body determines that the previous agency did not sufficiently weigh or consider the interests of the University, college or group or clearly lacked a reasonable basis for making its findings, applying or interpreting a policy, or determining its sanctions, the appellate body will proceed in a manner to amend or reverse the previous agency's decision. If the appellate body decides that the previous agency clearly erred in a matter involving substantial procedural unfairness, they may dismiss the case, amend or reverse the previous decision, or return the case for a rehearing. If an appellate body determines that in a procedurally based appeal a rehearing at the original hearing level is appropriate, attention should be given to the possibility that the original body has become incapable of rendering a fair hearing and, dependent on the nature of the alleged procedural unfairness, the appellate body may consider the possibility of mandating alternate panel membership.

If the determination of the original agency regarding the appropriateness of sanctions or the application of policy is overruled on the basis of disagreement rather than clear error, the original hearing body will be informed in writing of the basis for the decision so that guidelines for the application of future sanctions or policy interpretations can be made. In all cases, the previous adjudicative agency will be notified of the disposition of any appeal.

*Adopted by Student Conduct Committee, May 18, 1988.*

## UMC CAMPUS POLICY ON SCHOLASTIC DISHONESTY

The Senior Vice Chancellor for Academic and Student Affairs serves as the Academic Integrity officer at the University of Minnesota, Crookston. A report of Scholastic Dishonesty is to be filed with the Academic Integrity Officer if an incident has occurred for which faculty have taken specific action. The specific form can be obtained from the Academic Affairs Office.

Scholastic dishonesty includes, but is not limited to: cheating on a test, plagiarism, and collusion. Cases of dishonesty may be handled as a scholastic matter or as a student conduct code matter at the discretion of the instructor. Instructors choosing to treat the case as a scholarship matter have the authority to decide how the incident of dishonesty will affect the student's grade in the course. If the instructor has treated the case as a scholastic matter involving the grade in a course and the student has a grievance related to this action, that grievance would be processed as outlined in Article IV, Section 3 of the Campus Assembly Constitution. Instructors choosing to treat the case as a disciplinary matter will refer the case to UMC's Student Conduct Code Coordinator for resolution under the University's Student Conduct Code.

- A. Cheating on a test includes, but is not restricted to:
1. Copying from another student's test.
  2. Possessing or using material during a test not authorized by the person giving the test.
  3. Collaborating with or seeking aid from another student during a test without permission from the instructor.
  4. Knowingly using, buying, selling, stealing, transporting, or soliciting in whole or in part the contents of an unadministered test.
  5. Substituting for another student or permitting another student to substitute for oneself to take a test.
  6. Bribing another person to obtain an unadministered test or information about an unadministered test.
- B. Plagiarism means the appropriation, buying, receiving as a gift, or obtaining by any means another person's work and the unacknowledged submission or incorporation of it in one's own work.
- C. Collusion means the unauthorized collaboration with another person in preparing any academic work offered for credit.



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