

Academic Hearing Panel Process

- Convener explains their role as convener and the process for an Academic Hearing Panel (AHP/hearing)
- Introductions
- Witness(es) and Character Reference(s) are escorted out of the hearing room
- Convener asks accused student(s) “getting to know you” questions
- AHP hearing officers ask the Instructor(s) to explain why he/she charged the student(s) with cheating / plagiarism and may provide evidence, including witness(es)
- Accused student(s) may ask questions of the Instructor(s) witness(es)
- AHP hearing officers ask accused student(s) to explain their side to the situation and may provide additional evidence, including witness(es)
- The Instructor may ask questions of the accused student(s) witness(es)
- Instructor(s) provides his/her sanctioning rationale
- Student provides his/her opinion(s) & recommendations regarding sanctioning
- Convener allows student(s) & Instructor(s) to question each other on information relevant to the hearing
- Convener escorts character reference(s) into the hearing room to give information
- Convener will close the hearing for private deliberation and decision(s)

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(continued)

- ❖ Accused student(s) and the Instructor(s) will be notified of hearing panel decision within one week from hearing
- ❖ AHP hearing officers may ask questions of any person in the hearing at any time relevant to the hearing
- ❖ Convener may speak during the hearing at any time to address decorum and/or due process
- ❖ Recess(es) may be allowed review materials and/or statements provided prior to or during a hearing
- ❖ Witness(s)/and character references(s) are only permitted in the hearing for introductions and when the convener escorts them back to the hearing to speak specifically regarding their role in hearing