

WAC 504-26-415 Procedure for academic integrity violations. (1)

Initial hearing.

(a) When a responsible instructor believes that an academic integrity violation has occurred, the instructor must make reasonable attempts to meet with the student suspected of committing an academic integrity violation to allow the student to respond to the allegations.

(b) After the meeting or reasonable attempts to meet occur, the instructor must make a decision as to whether it is more likely than not that the respondent is responsible for an academic integrity violation as defined in WAC 504-26-202. If the instructor finds that the respondent is responsible for an academic integrity violation, the instructor must provide the respondent and CCS with a written decision, the evidence relied upon, and the academic sanctions assigned.

(c) Decisions made by the instructor become final 21 calendar days after the date the decision is sent to the respondent, unless an appeal is submitted.

(2) Appeal.

(a) The respondent can appeal the instructor's decision by submitting an appeal to CCS within 20 calendar days of the date of decision. Upon timely submission of appeal, the academic integrity hearing board conducts a limited review.

(b) Scope of review. Appeal of an instructor's academic integrity decision is limited to a review of the record to determine whether:

(i) The instructor meeting was conducted fairly in light of the charges and information presented, and in conformity with prescribed procedures; deviations from designated procedures are not a basis for sustaining an appeal unless procedural error affected the outcome of the matter.

(ii) The decision reached was based on substantial information, i.e., whether there were facts in the case that, if believed by the fact finder, were sufficient to establish that a violation of the standards of conduct occurred;

(iii) The academic sanction assigned by the instructor was in alignment with the published course policies and/or syllabus statement(s).

(c) Actions. After reviewing the record and any information provided by the parties, the academic integrity hearing board may take the following actions:

(i) Affirm, reverse, or modify the initial decision, or any part of the decision;

(ii) Affirm, reverse, or modify the academic sanctions and/or remedies assigned by the decision maker, or any part of the sanctions and/or remedies; or

(iii) Set aside the findings, sanctions, remedies, or any part of the findings, sanctions, or remedies and remand the matter back to the decision maker with instructions for further proceedings.

(d) The academic integrity hearing board is empowered to provide an appropriate remedy for a respondent including arranging a withdrawal from the course, having the respondent's work evaluated, or changing a grade where it finds that:

(i) The respondent is not responsible for violating academic integrity policies; or

(ii) The outcome assigned by the instructor violates the instructor's published policies.

(e) Content of decision. The decision includes the outcome, any sanction or remedy, and a brief statement of the reasons for the deci-

sion. The letter must advise the parties that judicial review may be available. The written decision of the academic integrity hearing board is the university's final order. There is no additional appeal of the findings of responsibility or academic sanctions assigned by academic integrity hearing board.

(3) After a finding of responsibility, either upon expiration of the appeal period or the academic integrity hearing board decision, the matter is referred to CCS for educational sanctioning separate from, and in addition to, any academic sanctions assigned by the instructor.

(4) Because instructors and departments have an educational need to know the outcome of an academic integrity hearing board decision, academic integrity hearing board decisions are shared with the responsible instructor and the chair or dean.

[Statutory Authority: RCW 28B.30.150. WSR 24-23-093, s 504-26-415, filed 11/19/24, effective 12/20/24; WSR 24-10-031, § 504-26-415, filed 4/23/24, effective 5/24/24; WSR 22-23-142, § 504-26-415, filed 11/21/22, effective 1/1/23; WSR 21-07-057, § 504-26-415, filed 3/15/21, effective 4/15/21; WSR 18-23-083, § 504-26-415, filed 11/19/18, effective 12/20/18.]