

What should I do as a student if I suspect another student in the School of Nursing of being involved in academic misconduct?

If you suspect academic misconduct, document exactly in writing what you witnessed using facts (dates, time, actions, situation, location, & names).

Report incident of suspected misconduct in writing to a member of the PROFITS Committee. Your name will be known initially only by the person(s) to whom you reported the incident. All efforts will be made to maintain confidentiality, but your name will be disclosed to the student suspected if a hearing becomes necessary.

Report incident of suspected misconduct either verbally or in writing to the faculty member in charge of the course. Your name will be known initially only by the person(s) to whom you reported the incident. All efforts will be made to maintain confidentiality, but your name will be disclosed to the student suspected if a hearing becomes necessary.

An investigation will be performed by the faculty member in charge of the course.

PROFITS Committee will be notified. An investigator [one of the faculty members] from the PROFITS committee will be assigned to conduct the PROFITS investigation. This investigator will ask for your documentation and interview you regarding the reported incident.

If the investigator and the PROFITS chairperson determine this incident as academic misconduct, a hearing is necessary. You will be notified and instructed about your role at the hearing.

You may select an advisor for the PROFITS hearing process.

Within 8 days of scheduling the hearing, you will receive a report from the Profits Committee Chairperson of the list of witnesses for the other party.

During the PROFITS hearing procedure, you may be asked to testify. Failure to testify may result in the dismissal of the case depending upon the available evidence.

Due to confidentiality, you will not receive official notification of the results of the PROFITS hearing.

If the incident was considered to be academic misconduct and the faculty member believes it should go to PROFITS, the faculty member will make a formal report to PROFITS committee.

If the incident was considered to be academic misconduct and the faculty member decides to administer a sanction, you will not receive official notification of the results or the sanction.

If the investigation by the faculty does not confirm academic misconduct then the faculty member will close the investigation. Because of confidentiality, you will not receive official notification about the investigation.