Students' rights related to Grade Appeal or other academic actions are described in the current academic catalog.

**Student Conduct**
The concept of rights and freedoms carries with it corresponding responsibilities for which the claimants are accountable. Students, as well as all other members of the University community, while enjoying the same constitutional and civil rights guaranteed all citizens, are also subject to obligations that accrue to them by virtue of their membership in the academic community. All members of the University community have a strong responsibility to protect and maintain an academic climate in which the freedom to learn can be enjoyed by all. The "Student Conduct Code," which is contained in the academic catalog, lists student rights, student and institutional responsibilities, student conduct regulations, disciplinary action and procedures, judiciary action, and appeal and grievance procedure. Faculty and staff are encouraged to read this information in order to assist students in complying with the standards and procedures.

**UAS Policy on Academic Integrity**
Academic integrity means honesty and responsibility in scholarship. It is central to the academic and research missions of UAS and is a key component within several of our core competencies. Violations of academic integrity constitute serious offenses against the entire academic community. Upholding academic integrity at UAS is a collaborative effort between University administration, faculty, and students.

The University administration is responsible for working with faculty and students to build a strong institutional culture of academic integrity, for providing clear and accessible policies and procedures for addressing violations of academic integrity as outlined in the University of Alaska Board of Regents policies and university regulations, and for providing resources and information to educate the entire university community about the standards of academic integrity.

UAS faculty have a powerful role in educating students about the importance of academic integrity. Faculty members should set clear expectations about academic integrity and inform students about those expectations through their course syllabi. The faculty is encouraged to utilize resources developed by the administration, to make reasonable efforts to minimize academic dishonesty, and to respond consistently to violations.

Students are responsible for understanding the institutional expectations and standards, their faculty member's expectations, and the consequences for violating academic integrity as outlined in the Student Code of Conduct. Students are also encouraged to help educate their fellow students by sharing information and resources and conducting themselves in such a way that reflects the University of Alaska Southeast's high standards of academic integrity.

**Options for Faculty**
When students violate academic integrity they can face both academic and disciplinary consequences. Faculty members decide how to handle instances of academic integrity violations. Below is an overview of the options available for faculty as they relate to academic and disciplinary consequences.
**Academic Consequences**
Faculty have the authority to assign grades based on their evaluation of a student's work. Once faculty suspect a violation of academic integrity has occurred there are several options they may take in response.

1. Resolve the matter directly with the student.
2. Give partial credit for assignment.
3. Have the student redo the assignment.
4. Fail the student on the assignment.
5. Fail the student in the course.

No matter which option is selected, faculty are encouraged to address the issue directly with the student. Faculty always have sole discretion regarding academic integrity policies and final grade assignments in their courses. Faculty should clearly define expectations of academic integrity and consequences for violations of academic integrity in their course syllabus and follow those policies when they suspect a violation (later, insert here the link to syllabus examples).

If faculty choose to fail the student in the course, the following steps should be taken:

- Inform the student in writing of intent to assign a failing grade along with a description of the violation, including a reference to the syllabus statement on academic integrity, and of their ability to appeal grading decisions as outlined in the Student Rights and Responsibilities section of the current UAS Academic Catalog. Faculty should advise student they will no longer have access to the UASOnline course site nor are they allowed to participate in face-to-face classes.

- Email the Registrar, requesting that a failing grade be placed on the student’s record (note, this communication may occur in advance of the notification to the student but the time between the two communications should be minimal).

- In instances where the student withdraws after being notified in writing of faculty intent to assign a failing grade but prior to the Registrar applying the final grade, the student’s Withdrawal status will be overridden by the Registrar, changing the “W” status to an “F.”

- Registrar's office informs IT to remove the student from course roster because of failing grade for academic integrity violation. IT removes student’s access to course site.

If the withdrawal period is open faculty may, when informing the student of the intent to assign a failing grade, provide the student a period of time in which to withdraw from the course. Students who believe they have been graded unfairly have recourse through the UAS Resolution of Disputes Regarding Academic Decision or Actions procedures outlined in the Student Handbook.

**Disciplinary Consequences**
Independent of the faculty member’s grade determination (which is not a disciplinary action), a referral may be made to the UAS Student Conduct Office (Conduct Office) regarding any matter of academic integrity. There are two options for faculty to file a student code of conduct complaint.
Option 1: Faculty refers the student name to the Conduct Office for tracking purposes only and no investigation occurs. The Conduct Office maintains a conduct database of all referrals. Under this option, three referrals of one student from more than one faculty member will result in an investigation. Assigning an F grade will result in an automatic referral to the Conduct Office.

Option 2: Faculty submits an allegation of misconduct to the Conduct Office for investigation. Faculty must provide supporting documentation and will be informed of the results. If the Conduct Administrator determines there has been a violation, he or she assigns and monitors disciplinary sanctions (e.g. warning, probation, discretionary or educational sanctions, suspension or expulsion). (later, insert a link to the conduct sanction matrix).