

Academic Misconduct Policy
Department of Chemistry
Adopted 17 Oct 2008
Summarized by G. McBane, 2 Dec 2014

The basic GVSU policy on academic misconduct is contained in Section 6 of the Student Code, available at <http://www.gvsu.edu/studentcode/>. The Department of Chemistry has adopted a clarification and extension of that policy as follows:

Any time an instructor imposes a sanction of a failing grade on any assignment, or any more severe sanction, the instructor is required to send a letter to the Dean of Students, with copies to the Dean of CLAS, the Dean of the College in which the student is enrolled, the Chemistry unit head, and the student. The letter must contain descriptions of the infraction, the evidence that misconduct occurred, and the penalty imposed by the instructor. It might also contain the relevant part of the course syllabus, if any. In addition, the student should be provided, in writing, a reference to the section of the Student Code describing appeal procedures available to the student.

Those appeal procedures are currently described in Section 8 of the online Student Code. The instructor should retain any other records of the incident, including notes and physical evidence (such as copies of relevant exam papers or lab reports). Such records may be useful during student appeals or during further investigations by Deans or the Dean of Students.