

# Academic Honesty



AUBURN

## Facilitated Meeting Procedures

The Academic Honesty Committee is charged to administer and uphold the Student Academic Honesty Code for Auburn University and serve as neutral investigators of alleged Academic Honesty Code violations. Facilitated Meetings are conducted in a professional manner but without undue formality. While a charge of academic dishonesty and violation of the Auburn University Student Academic Honesty Code is a serious matter, a Facilitated Meeting is designed to encourage a mutually acceptable agreement between the professor and student on the outcome of the reported incident. The agreement can address acknowledgement of the code violation and sanctions when appropriate.

Facilitated Meetings will be held in the Academic Honesty Facilitator meeting room located in Haley Center O316L. The professor and student will remain in the waiting room, Haley Center O316D, until the Academic Honesty Committee faculty representative (Facilitator) invites both parties into the meeting room.

1. All Facilitated Meetings will be closed with only the professor, student and Facilitator present. On occasions, one or more observers, requested by the Provost's Office, may attend the discussion. The Facilitator will complete the Facilitated Discussion Agreement Form and mediate the meeting and discussions. The professor and student will also sign the form.
2. At the beginning of the meeting, the Facilitator will advise both student and professor that both parties have the right to be present throughout the meeting. The Facilitator will state the date, time of meeting, student's name, professor's name and the nature of the alleged academic honesty violation.
3. The professor will then discuss the allegation and recommended sanction(s).
4. The student will then present their response to the alleged violation.
5. A respectful decorum will be maintained during the meeting and the student and professor will have the opportunity to ask questions of each other to clarify the allegation. Ultimately, the professor and the student will be asked if there is mutual agreement that a violation did occur, whether there is agreement as to a sanction, or whether there should be a dismissal of the charge. If no agreement is reached, the case will then be forwarded to the Academic Honesty Committee for a hearing.
6. The Facilitator will ask the student and professor to review the Facilitated Discussion Agreement Form, select the appropriate meeting outcome, and sign the form. If either party refuses to sign the Facilitated Agreement form, the case will be heard by the Academic Honesty Committee despite any agreement reached in the Facilitated Meeting.
7. At the conclusion of the Facilitated Meeting, the Facilitator will forward the Facilitated Discussion Agreement Form to the Provost Office. The Provost Office will either concur with an agreed sanction or recommendation or schedule the case for an Academic Honesty Hearing and notify the student and professor.