Appendix ARP 5.11-A Procedures for Resolving Alleged Student Academic Misconduct (Effective Aug. 13, 2018) *days are ACADEMIC MISCONDUCT ALLEGED: Within 5 days* of learning of possible course level or university level business days misconduct, [ARP 5.10 Part 4. D.; 5.11 Part 2. D.], the Academic Integrity (AI) Investigator completes Academic Misconduct Report Form (Form) and transmits to Academic Conduct Officer (ACO). [ARP 5.11 Part 2. C.] NOTICE TO STUDENT BY ACO: Unless an exception applies (ARP 5.11 Part 2 E.), within 5 days* of receipt of See ARP 5.15 for Form, the ACO notifies student of allegation and imminent investigation [ARP 5.11, Part 2 E.] Degree Revocation or Expulsion; ARP 11.03 - Addressing FOLLOW THE FACTS: The ACO consults with General Counsel to determine appropriate process as the Allegations of ACO is advising Al. [ARP 5.11 Part 2. D.] The Al Investigator conducts fact finding investigation, with Misconduct in guidance as needed from ACO. [ARP 5.11 Part 3.] Research POST- INVESTIGATION THROUGH THE INFORMAL MEETING: Al Investigator and ACO confer. •Al Investigator and ACO agree there is not Clear and Convincing Evidence to support a finding of an Al CASE violation: Matter is closed. Student is notified; and any Level I Sanction (if already imposed) is reversed. CLOSED [ARP 5.11 Part 4. C.] OR •Al Investigator and ACO agree Clear and Convincing Evidence supports a finding of an Al violation and jointly agree on appropriate sanction. ACO notifies student. Level I Sanction may be imposed. Level II Sanction cannot be imposed until after all steps in hearing and appeals process complete. [ARP 5.11 Part 4. D. - G.] If the student accepts findings and sanction: Matter is closed. •If Al Investigator and ACO don't reach consensus on findings or sanction, they confer with appropriate CASE dean(s) for direction before proceeding. [ARP 5.11 Part 4 B.] CLOSED •If student contests findings or sanction, or does not attend the Informal Meeting after it is noticed, the ACO sets the matter for hearing with a Hearing Panel - finds out parties' availability dates for hearing before they leave Informal Meeting. PRE-HEARING COORDINATION •ACO sends Notice of Hearing within 5 days* after Informal Meeting and convenes Hearing Panel to hear case within 20 days* after Informal Meeting. [ARP 5.11 Part 6 A. and B.] Parties exchange evidence packets and witness lists no later than 5 days* prior to hearing and provide copy to ACO who distributes to Hearing Panel members, [ARP 5.11 Part 6 C.] PARTIES PRESENT TO 3 MEMBER HEARING PANEL •Hearing Panel hears evidence presented by the parties and decides whether or not there is Clear and Convincing Evidence supporting a finding of academic misconduct. [ARP 5.11 Part 6. E. - H.] •The Hearing Panel's decision must be issued within 10 days* after the hearing. CASE CLOSED •For Level I sanctions, the Hearing Panel's Decision is final. [ARP 5.11 Part 6 I.] •For Level II sanctions, the Hearing Panel's decision must advise the parties of right to seek a final review (based on the hearing record) from the EVP/Provost or designee. [ARP 5.11 Part J.]

STUDENT REQUESTS FINAL REVIEW OF MATTER INVOLVING LEVEL II SANCTION

- •Within 5 days* after receipt of Hearing Panel's decision, parties may submit a Request for Final Review to the Office of the EVP/Provost, copy to ACO and other party. [ARP 5.11 Part 6. J. and Part 7. A.]
- •ACO has 10 days* to assemble the hearing record and deliver to EVP/Provost. [ARP 5.11 Part 7 B.]
- •EVP/Provost or designee reviews record and issues decision upholding, modifying or reversing the Hearing Panel's decision w/i 20 days* after receipt of hearing record. [ARP 5.11 Part 7. C.]
- •Final Decision is sent to parties, and copied to ACO, who has additional reporting obligations.

AFTER HEARING AND FINAL REVIEW (IF ANY) IS COMPLETE:

- 1. Level II sanctions are imposed.
- 2. Suspensions and dismissals may be deferred to end of semester at discretion of EVP/Provost.
- 3. Pending the student's completion of the sanction, NMSU may administratively prohibit student's registration, continuing participation in studies or Student Life activities.
- 4. ACO reports final outcome to dean(s), registrar for update to educational records and Dean of Students for NMSU reporting obligations.

CASE CLOSED