EAST TEXAS A&M UNIVERSITY

Academic Misconduct Workflow

Faculty / Staff suspects academic misconduct. Faculty confers with Department Head and submits Maxient Form

Within 5 days, VPAA office reviews student's academic conduct record and responds.

First offense / standard sanction

Yes → Within 10 days of incident, faculty meets with student to discuss allegation and sanction.

No → Within 10 days of incident, student meets with dean and faculty to discuss allegation and sanction.

Student admits / accepts sanction

Yes → Within 5 days, faculty updates status on Maxient form

No → Within 10 days of notification, student submits appeal to the Dean

Dean reviews case and renders final decision within 5 days

Student admits / accepts sanction

Yes → Within 5 days, Dean updates status on Maxient form

No → Within 10 days of notification, student submits appeal to the Dean

Dean assigns case to Hearing Committee

After the Hearing, the Committee sends recommendation to the Provost

Provost renders final decision and notifies all parties within 5 days

Matter is Closed