

Armstrong

Office of Student Integrity

Armstrong State University

Code of Student Integrity

2016 – 2017

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Chapter 1 Preamble

- A. Armstrong State University exists to provide an environment in which intellectual achievement, scholarship, and character development can flourish. The Armstrong community (Students, faculty, and staff) willingly shares the responsibility for sustaining a creative and productive atmosphere through adherence to the highest standards of personal and professional conduct. All who are privileged to be a part of Armstrong campus life must remain aware they are representatives of Armstrong State University, whether they are on campus or elsewhere, and are therefore expected to avoid behavior which brings discredit or dishonor upon themselves or the University as an institution. Recognizing trust is the cornerstone of all human relations, Students will work to build and sustain the trust of their peers, the faculty, and staff by following both the letter and the spirit of the Code of Student Integrity.
- B. The University is dedicated not only to learning and the advancement of knowledge, but also to the development of ethically sensitive and responsible persons. It seeks to achieve these goals through sound educational programs and policies governing Student conduct that encourage independence and maturity.
- C. Student Integrity Proceedings are not a court of law, and therefore do not follow prescribed legal or evidentiary standards. Student Integrity Proceedings are also completely separate from any criminal proceeding and one will have no bearing on the other. Should a Student have a pending legal case, the University will move forward with Student Integrity Proceedings.
- D. The University may apply sanctions or take other appropriate action when the conduct of a Student interferes with the University's (a) responsibility of ensuring the opportunity for attainment of educational objectives; or (b) responsibility of protecting property, keeping records, providing services, and sponsoring non-classroom activities such as lectures, concerts, athletic events, and social functions.
- E. Representatives from the Student Government Association will have an opportunity to provide input in the formation and evaluation of all policies, rules, and sanctions pertaining to Student Integrity.
- F. Academic Integrity violations discussed in this Code are not considered to be all inclusive. Each Department or College may also promulgate course or discipline-specific ethics or professional standards that are consistent with the provisions of this Code.
- G. The Office of Student Integrity utilizes Armstrong State University email as its primary means of communication with Students. It is necessary for Students to check their University email daily and to promptly respond to any requests from the Office of Student Integrity or designee.

Chapter 2 Armstrong State University Pirate Creed

As a student of Armstrong State University, I pledge: to display the highest level of integrity, both inside and outside the classroom; to hold myself and my peers accountable to the standards of academic and personal conduct set forth by the University; and to value and respect each member of Armstrong's diverse community.

Chapter 3 Definition of Terms

When used in this Code, the following terms have these definitions:

- A. **Accused Student** means a Student who has allegedly violated a provision of this Code.
- B. **Assistant Dean of Students - Student Integrity** means the professional staff member at Armstrong State University whose primary responsibility is to administer the Student Integrity system and process.
- C. **Code** means the Code of Student Integrity.
- D. **Complainant** is an individual lodging a complaint. The Complainant may not always be the alleged victim.
- E. **Day** means any day, except Saturday and Sunday, when the University is open.
- F. **Formal Resolution** occurs when a Student is charged with a violation of this Code and the case is resolved by the Student Integrity Board.
- G. **Hearing Officer** means a University official who has the authority to resolve cases of alleged violations of this Code and assign sanctions.
- H. **Informal Resolution** occurs when a Student is charged with a violation of this Code and the case is resolved by a Hearing Officer.
- I. **Major Violation** is a violation of this Code that, based on the violation and the Accused Student's Student Integrity Record, is likely to result in one of the following sanctions: deferred suspension, suspension, or expulsion.
- J. **Minor Violation** is a violation of this Code that, based on the violation and the Accused Student's Student Integrity Record, is not likely to result in one of the following sanctions: deferred suspension, suspension, or expulsion.
- K. **Possession** or **possessing** means knowingly or intentionally physically holding or controlling an item, or owning or controlling a room, vehicle, or other area where the item is present and where the person owning or controlling the room, vehicle, or other area knew or should have known the item was present.
- L. **Office of Student Integrity** means the Assistant Dean of Students - Student Integrity and others who work within the office.
- M. **Student** means an individual who has accepted admission to the University and maintains a continuing relationship with the University by being enrolled in classes or being eligible to enroll in classes.
- N. **Student Integrity Record** means the history of responsible findings a Student has with the Office of Student Integrity. This includes Academic Integrity, Behavioral Integrity, and Sexual Misconduct

Cases.

- O. **Student Group** or **Group** means any number of persons who associate with each other for a common purpose but have not completed the requirements for being a recognized Student Organization.
- P. **Student Integrity Board** or **Board** means the board or hearing panel comprised of Students who address whether a Student, Student Organization, or Student Group has violated the Code of Student Integrity (except alleged Sexual Misconduct violations).
- Q. **Student Integrity Proceedings** means the procedures and protocols established for the University to address alleged violations of this Code.
- R. **Student Organization** or **Organization** means any number of persons who have completed the requirements for being a recognized Student Organization.
- S. **University** means Armstrong or Armstrong State University.
- T. **University Event** means any event (on-campus or off-campus) sponsored or facilitated by the University, a Student Group, or a Student Organization.

Chapter 4 Jurisdiction, Standard of Proof, Due Process, and Role of Advisors to Students

A. Jurisdiction

1. Any individual defined as a Student under this Code falls under the jurisdiction of this Code. For incidents that happen on campus or online, standard Student Integrity Proceedings will occur. For incidents occurring off campus, the Vice President of Student Affairs or designee will determine if the interests of the University are affected and thus the incident falls under the scope of this Code. An Accused Student may not withdraw from a class where an Academic Integrity violation has been alleged or from the University in order to avoid Student Integrity Proceedings.

B. Standard of Proof

1. Standard of Proof means the standard by which it is determined whether or not a violation of this Code has occurred. For the purposes of Student Integrity Proceedings, the Standard of Proof required is a preponderance of evidence (the evidence demonstrates it is more likely than not that a violation has occurred).
2. Any decision to suspend or expel a student must be supported by substantial evidence at the hearing.

C. Due Process

1. Any Accused Student, Student Group, or Student Organization charged with a violation of this Code is entitled to a hearing by Informal Resolution or Student Integrity Board.
2. Any Accused Student, Student Group, or Student Organization will be notified at least five (5) Days in advance of their scheduled Informal or Formal Resolution. The Student, Student Group, or Student Organization has the right to waive this five (5) Day notice if they so choose.

D. Role of Advisors to Students

1. The Accused Student and Complainant (where applicable), as parties to Student Integrity Proceedings, shall have the right to use advisors (including attorneys) of his or her choosing, and at his or her own expense, for the express purpose of providing advice and counsel. Any advisor may be present during meetings and proceedings during the investigatory and/or resolution process at which his or her Student is present. The advisor may advise his or her Student in any manner, including providing questions, suggestions, and guidance on responses to any questions of the advisee, but shall not participate directly. Armstrong will not prohibit family members of a party from attending if the party requests such attendance, but may limit each participant to two family members.

Chapter 5 Student Rights and Responsibilities and Challenge for Bias

The Code of Student Integrity is included in the Armstrong State University Catalog and posted on the University website. It is the Student's responsibility to review the Code of Student Integrity each semester. The version of the Code of Student Integrity found online [HERE](#) should be considered the most up-to-date and accurate version. Any Student desiring assistance with any matter related to this Code or any other policy should contact the Office of Student Integrity at student.integrity@armstrong.edu or 912.344.3300.

- A. **Student Rights.** Any Student, Student Group, or Student Organization accused of a violation of this Code will have the following rights:
1. Right to an impartial and fair hearing.
 2. Right to not give testimony against oneself.
 3. Right to review any and all information pertaining to the alleged Code violations.
 4. Right to present relevant information pertinent to the case.
 5. In an Informal or Formal Resolution, the right to question in writing and through the chair of the Board or Hearing Officer, any individual providing information to the Board or Hearing Officer.
 6. In a Formal Resolution, the right to have access to the audio recording of the hearing after the hearing has concluded.
- B. **Student Responsibilities.** Students are expected to:
1. Exercise integrity in all matters, both academic and behavioral in nature.
 2. Be fair and courteous with others, treat them fairly and with respect, showing sensitivity to cultural, ethnic, and religious diversity and personal dignity.
 3. Accept personal responsibility for appropriate behavior as defined by the Code.
 4. Know the violations under this Code and potential sanctions for violating them.
 5. Understand they are responsible for knowing and following any additional written or verbal requirements given by faculty members which relate to academic or behavioral integrity and which are inherent to the classroom or University functions.
 6. Remember they are representatives of Armstrong State University and they must always conduct themselves in a manner that brings credit upon themselves and the University.
- C. **Recusal or Challenge for Bias**
1. Any party may challenge the participation of any Armstrong official, employee, or student panel member in the process on the grounds of personal bias by submitting a written statement to the Office of Student Integrity or designee setting the basis for the challenge. The individual receiving the challenge may not be the same individual who is responsible for investigating or adjudicating the conduct allegation. The written challenge should be submitted within a reasonable time after the individual reasonably should have known of the existence of the bias. The individual receiving the challenge will determine whether to sustain or deny the challenge, and if sustained, the replacement be appointed.

Chapter 6 Academic Integrity – Prohibited Conduct and Procedures

A. **Academic Integrity Prohibited Conduct.** All prohibited conduct listed in this Code applies to Students, Student Groups, and Student Organizations.

1. **Plagiarism** is the offering of the words, ideas, computer data programs, or graphics of others as one's own in any academic exercise. Examples of plagiarism include (but are not limited to):
 - a. The offering of another's work, whether verbatim or paraphrased, as original material in an academic paper.
 - b. The offering of another's original ideas or concepts as one's own, in an academic paper or assessed exercise.
 - c. The inclusion of another's material in one's own work without appropriate or accurate citation or credit.
 - d. The inclusion of one's own previous work without appropriate or accurate citation or credit, or without prior approval from the faculty member (self-plagiarism).

2. **Cheating** is (a) the use or attempted use of unauthorized materials, information, or study aids in any academic exercise; or (b) actions taken to gain unfair or undue advantage over others. Examples of cheating include but are not limited to:
 - a. Receiving or providing unauthorized assistance on any work required to be submitted for any course (including using online services or social media to write papers).
 - b. Using unauthorized materials or assistance during an examination, including looking at another's examination.
 - c. Alteration or insertion of any academic grade or evaluation so as to obtain unearned academic credit.
 - d. Taking, or attempting to take, an examination for another Student. This act constitutes a violation for both the Student enrolled in the course and for the proxy or substitute.
 - e. Tampering with another Student's work or impairing the faculty member's ability to assess the academic performance of another Student.
 - f. Using false excuses to obtain extensions of time or other considerations which would or may yield an unfair advantage over other Students.
 - g. Impeding the ability of Students to have fair access to materials assigned or suggested by the faculty member (e.g., removal or destruction of library or other source materials).

3. **Fabrication** is the unauthorized falsification or invention of information or citation in any academic exercise. Examples of fabrication include but are not limited to:
 - a. The offering of contrived or fraudulently created information as the result of systematic research that was never conducted.
 - b. The deliberate alteration of legitimate research data to obtain a desired result.
 - c. The alteration or distortion of laboratory experiments to reach a desired result.
 - d. The deliberate distortion of another's work or results in order to rebut or undermine the original author's work or concept.

4. **Facilitating Academic Dishonesty** is to help or attempt to help another Student to violate any provision of this Code. Examples of facilitating academic dishonesty include but are not limited to:
 - a. Instigating, encouraging, or abetting plagiarism, cheating, or fabrication in others.
 - b. Giving perjured testimony before the Student Integrity Board.
 - c. Failing to report a known violation to the Office of Student Integrity.

5. **Coursework Copyright Infringement** is the sharing of course content (e.g. presentations, tests, study guides, lectures or other materials) to a public forum such as a website without the faculty member's prior consent. It is also the recording of class lectures and presentations without the faculty member's prior consent (this does not include accommodations approved by Disability Services).

B. Academic Integrity Procedures

1. **Report Procedures:** Reports should be submitted to the Office of Student Integrity or the faculty member of the class where the alleged violation occurred. Reports will be reviewed to determine if the alleged behavior is in violation of this Code.
 - a. Reports
 - i. A suspected Academic Integrity violation may be reported in one of two ways.
 - a. Self-reporting. Students who have committed Academic Integrity violations should report themselves to the Office of Student Integrity or to their faculty member.
 - b. Reporting by others. Any Armstrong State University community member who is aware of an Academic Integrity violation should report the offense directly to the Office of Student Integrity.
 - ii. This report should include:
 - a. The type of alleged misconduct.
 - b. Name of the Accused Student.
 - c. Date, time, and place of misconduct.
 - d. Name and contact information for any witnesses.
 - e. Any evidence available.
 - f. Whether or not a criminal complaint was filed (if applicable).
 - b. Confidentiality
 - i. Where a Complainant requests that his or her identity be withheld or the allegation(s) not be investigated, the Office of Student Integrity will inform the requesting party that Armstrong generally cannot guarantee confidentiality. The Office of Student Integrity will consider whether or not such request(s) can be honored while still providing a safe and nondiscriminatory environment for the institution. Honoring the request may limit Armstrong's ability to respond fully to the incident and may limit Armstrong's ability to discipline the respondent.
 - c. Retaliation
 - i. Anyone who, in good faith, reports what she or he believes to be student misconduct, who participates or cooperates in, or who is otherwise associated with any investigation, shall not be subjected to retaliation. Anyone who believes he or she has been the target of retaliation for reporting, participating or cooperating in, or otherwise

being associated with an investigation should immediately contact the Office of Student Integrity. Any person found to have engaged in retaliation in violation of the Code of Student Integrity shall be subject to disciplinary action, pursuant to Armstrong's policy.

d. False Complaints

- i. Individuals who intentionally give false statements to an Armstrong official, or who submit false complaints or accusations, including during a hearing, shall be subject to disciplinary action pursuant to Armstrong's policy.

Anyone wishing to report a suspected violation should contact the Office of Student Integrity at student.integrity@armstrong.edu or 912.344.3300.

2. **Information Gathering:** When a faculty member suspects an Academic Integrity violation has occurred, he or she will collect and review any relevant information pertaining to the allegation. When there is an allegation of an Academic Integrity violation, a grade of Incomplete will be given for the assignment and/or overall course until the case is resolved.
3. **Adjudication:** An alleged Academic Integrity violation may be resolved in one of two ways: (a) Informal Resolution with the faculty member of the class where the alleged violation occurred or (b) Formal Resolution through the Student Integrity Board. Students are only eligible for an Informal Resolution if they have no prior Academic Integrity cases where they were found responsible. If the severity of the offense is of a magnitude to warrant more than a failing grade for the class, a Formal Resolution must occur. If the Accused Student is currently on conduct probation or deferred suspension with the University, a Formal Resolution must occur. The Accused Student may also be charged with violations of [Chapter 7](#) of this Code if the interest of the University has been compromised by a Student's conduct.

a. **Informal Resolution**

- i. An Academic Integrity Informal Resolution is between the accusing faculty member and the Accused Student.
- ii. An Accused Student is eligible for an Informal Resolution only if he or she has no previous findings of responsibility for the violations listed in this chapter. Any Accused Student with prior findings of responsibility for Academic Integrity violations or who is currently on conduct probation or deferred suspension must be referred to the Office of Student Integrity for adjudication.
- iii. In an Informal Resolution, both the faculty member and the Accused Student must agree to both the findings and the sanctions of the Informal Resolution. The Accused Student has five (5) Days to decide whether or not to accept the Informal Resolution. The Accused Student is encouraged to contact the Office of Student Integrity to discuss his or her options.
- iv. The faculty member will provide the Accused Student with written notice of a scheduled meeting at least five (5) Days prior to the meeting. The purpose of the meeting will be to review and discuss the charges before a final decision is reached.
- v. A third party observer may be present at the request of the faculty member or Accused Student.

- vi. Documentary evidence and written statements may be relied upon by the faculty member, as long as the Accused Student is allowed to respond to them at the meeting. Accused Students may also be allowed to bring relevant witnesses.
- vii. If the Accused Student accepts responsibility for the violation, the faculty member and Accused Student may then resolve the problem in a manner acceptable to both. If the Accused Student denies the violation, or does not accept the sanction(s) determined by the faculty member, the case must then be referred to the Office of Student Integrity within a reasonable amount of time.
- viii. Should the faculty member conclude there was no violation of the Code of Student Integrity, the case will be closed. The faculty member will send all relevant documentation to the Office of Student Integrity.
- ix. Upon conclusion of the process, the faculty member and Accused Student must both sign and date the Informal Resolution form, detailing the specific offense(s) and the sanction(s) assigned. Each party will retain a copy. The original form, along with all relevant documentation, will be submitted to the Office of Student Integrity and will become part of the Accused Student's permanent file. The Accused Student will receive a letter from the Office of Student Integrity, outlining the agreed upon outcome of the case.
- x. By accepting the Informal Resolution, the Accused Student waives his or her right to an appeal.

b. Minor Violation Formal Resolution

- i. In a Minor Violation Formal Resolution, the Accused Student appears before the Student Integrity Board for adjudication of his or her case.
- ii. The Accused Student will be notified in writing of the date, time, and location of the hearing. This notice will also include a statement of the alleged behavior, any alleged violations of the Code of Student Integrity, and the names of the Student Integrity Board members who will adjudicate the case. The Accused Student will then have three (3) Days from the delivery of this notice to challenge any individual scheduled to be a part of the Board hearing the case. The composition of the Board may be challenged only on the basis of a conflict of interest or perceived bias. Challenges should be submitted in writing to the Office of Student Integrity or designee who will render a decision.
- iii. During the Student Integrity Board hearing, the Complainant will have the opportunity to be present to answer any questions the Board may have, as well as any questions the Accused Student may have. The Complainant will also have the opportunity to question the Accused Student. All questions from the Complainant and Accused Student must be directed in writing to the chair of the Board. As per [Chapter 5](#), the Accused Student is entitled to an Advisor who may advise him or her and assist in drafting questions. The Board will ask the questions as written and will limit questions only if they are unrelated to determining veracity of the charge leveled against the Accused Student. The reason for any question not asked will be read into the record.

- iv. The Assistant Dean of Students - Student Integrity reserves the right to allow a party to testify in a separate room or from a remote location. If this occurs, the Assistant Dean of Students - Student Integrity will ensure proper sequestration in a manner that ensures testimony has not been tainted and the sequestration will not disadvantage any party.
- v. The Student Integrity Board will recommend findings and any authorized sanction or combination of sanctions it deems to be warranted by the circumstances of the case. Prior conduct history will not be considered until the sanctioning phase of the hearing.
- vi. A written copy of the Student Integrity Board's recommendations will be submitted to the Associate Provost as a recommendation for administrative action. The Associate Provost will review the hearing and all associated materials and will either affirm the recommended findings and sanctions or reduce the recommended sanctions. The Associate Provost will submit a final written decision to the Accused Student, faculty member, and the Office of Student Integrity.
- vii. If the Accused Student refuses to cooperate with the Office of Student Integrity or fails to attend the hearing, the hearing will be held in his or her absence. If the Accused Student is found in violation, sanctions will be recommended.

c. Major Violation Formal Resolution

- i. In a Major Violation Formal Resolution, the Accused Student appears before the Student Integrity Board for adjudication of his or her case.
- ii. Upon receipt of the written notice, the Accused Student will have three (3) Days from the delivery of this notice to respond. In this response, the Accused Student will have the right to admit or deny the allegations, to set forth a defense with facts, witnesses, and documents (written or electronic) to support that defense, and to challenge any individual scheduled to be a part of the Board hearing the case. The composition of the Board may be challenged only on the basis of a conflict of interest or perceived bias. Challenges should be submitted in writing to the Office of Student Integrity or designee who will render a decision. A non-response from the Accused Student will be considered a general denial of the allegations and no challenge of the individuals assigned to the Board.
- iii. During the Student Integrity Board hearing, the Complainant will have the opportunity to be present to answer any questions the Board may have, as well as any questions the Accused Student may have. The Complainant will also have the opportunity to question the Accused Student. All questions from the Complainant and Accused Student must be directed in writing to the chair of the Board. As per [Chapter 4](#), the Accused Student is entitled to an Advisor who may advise him or her and assist in drafting questions. The Board will ask the questions as written and will limit questions only if they are unrelated to determining veracity of the charge leveled against the Accused Student. The reason for any question not asked will be read into the record.

- iv. The Assistant Dean of Students - Student Integrity reserves the right to allow a party to testify in a separate room or from a remote location. If this occurs, the Assistant Dean of Students - Student Integrity will ensure proper sequestration in a manner that ensures testimony has not been tainted and the sequestration will not disadvantage any party.
- v. The Student Integrity Board will recommend findings and any authorized sanction or combination of sanctions it deems to be warranted by the circumstances of the case. Prior conduct history will not be considered until the sanctioning phase of the hearing.
- vi. A written copy of the Student Integrity Board's recommendations will be submitted to the Associate Provost as a recommendation for administrative action. The Associate Provost will review the hearing and all associated materials and will either affirm the recommended findings and sanctions or reduce the recommended sanctions. The Associate Provost will submit a final written decision to the Accused Student, faculty member, and the Office of Student Integrity.
- vii. If the Accused Student refuses to cooperate with the Office of Student Integrity or fails to attend the hearing, the hearing will be held in his or her absence. If the Accused Student is found in violation, sanctions will be recommended.

Chapter 7 Behavioral Integrity – Prohibited Conduct and Procedures

- A. **Behavioral Integrity Prohibited Conduct.** All prohibited conduct listed in this Code applies to Students, Student Groups, and Student Organizations. In a Student Group or Student Organization case, Students may be individually charged as well. The following types of conduct are prohibited:
1. **Drugs**
 - a. The possession or use (without valid medical or dental prescription) of substances controlled by Federal law, Georgia law, or synthetic marijuana.
 - b. Sale, manufacture, delivery, or taking delivery of substances controlled by Federal law, Georgia law, or synthetic marijuana.
 - c. Operating a motor vehicle while under the influence or while impaired by the consumption of substances controlled by Federal law, Georgia law, or synthetic marijuana.
 - d. The possession or use of drug paraphernalia including hookahs, bong, pipes, scales, rolling papers, or other devices used for drug activity.
 2. **Alcohol**
 - a. Use, consumption, or possession of alcoholic beverages by anyone under the age of 21.
 - b. Use, consumption, or possession of alcoholic beverages in prohibited areas of campus.
 - c. Furnishing, selling, distributing, or otherwise facilitating consumption of alcohol by those under the age of 21.
 - d. Operating a motor vehicle while under the influence of alcohol or while impaired by the consumption of alcohol.
 - e. Possession of alcohol containers in prohibited areas of campus.
 - f. Possession or use of common source containers (e.g. kegs, pony kegs, beer bong) or participation in drinking games, regardless of age.
 3. **Sexual Misconduct** (Defined in [Chapter 8](#))
 - a. Sexual Assault
 - b. Sexual Contact without Consent
 - c. Sexual Exploitation
 - d. Sexual Harassment
 - e. Dating Violence
 - f. Domestic Violence
 - g. Stalking
 4. **Intimidation, Bullying, or Harassment.** Any act of intimidation, bullying, or harassment directed against any person or group of persons including, but not limited to, acts motivated by ethnicity, race, national origin, religion, gender (perceived or actual), gender identity, sexual orientation, disability, or political beliefs.
 5. **Physical Assault** of another individual (including fighting) or the threat of physical assault.

6. **Failure to Comply.** Interfering with, giving false name to, or failing to cooperate with any properly-identified University employee (e.g. University Police or Housing & Residence Life) while these persons are in the performance of their duties.
7. **Hazing** means any activity, intentional or unintentional, by a Student, Student Group, or Student Organization, related to membership in a Student Group or Organization, that endangers the mental, physical, or emotional health of a person, regardless of whether such person has consented to participation in the activity. Any actions that demean, disgrace, or embarrass a person may also be considered Hazing. Hazing can occur either on or off campus. While Hazing is typically associated with membership selection and initiation into a group or organization, it is possible for Hazing to occur before, during, after or separate from membership selection and initiation, and regardless of status or position in the Student Group or Student Organization.
8. **Disorderly Conduct** is a breach of the peace on University property or at a University Event. Disorderly conduct includes:
 - a. Conduct such as fighting, threatening behavior, public disturbance, or drunk and disorderly conduct.
 - b. Conduct in the classroom such as loud, aggressive, or combative behavior that disrupts or interferes with the normal functions of a class, including but not limited to failure to conform to the faculty member's announced expectations for the classroom. Disruptive behavior also includes use of cell phones or other electronic devices for voice or text communication in class, unless permitted by the faculty member.
9. **Interference with Normal University Operations.**
 - a. Personal conduct on University property or at a University Event, which materially interferes with the normal operation of the University.
 - b. Assembling on campus for the purpose of creating a riot, destruction, or disorderly diversion which interferes with the normal operation of the University. This is not to deny any Student the right of peaceful, non-disruptive assembly or expression.
 - c. The abuse or unauthorized use of sound amplification equipment indoors or outdoors during classroom hours is prohibited. Use of sound amplification equipment must have prior approval by the Division of Student Affairs.
10. **Interference with Student Integrity Proceedings**
 - a. Intimidating or attempting to intimidate Student Integrity Board members, Sexual Misconduct Board members, or witnesses appearing before the Student Integrity Board or Sexual Misconduct Board.
 - b. Deliberately misleading or deceiving University administrators conducting an investigation of a violation.
 - c. Providing misleading or deceiving information in a Student Integrity Proceeding.

11. Trespassing

- a. Entering, or attempting to enter, any University Event without credentials for admission (e.g. ticket, identification card, invitation) or other reasonable criteria established for attendance.
- b. Making unauthorized entry into any University building, office or other facilities, or remaining without authorization in any building after normal closing hours.
- c. Making unauthorized use of any University facility.

12. Destruction of Property. The malicious or unauthorized intentional damage or destruction of property belonging to a member of the University community, to the University itself, or to a visitor of the campus.

13. Fire Safety

- a. Tampering with, molesting, or destroying fire safety equipment, including, but not limited to, smoke detectors, fire sprinklers, fire extinguishers, fire hydrants, and fire hoses.
- b. Possession, sale, furnishing, or use of an incendiary device.
- c. Setting, or causing to be set, any unauthorized fire in or on University property.
- d. Making, or causing to be made, a false fire alarm.
- e. Failing to evacuate a building when the fire alarm is activated.

14. Explosives

- a. Possessing, furnishing, selling, or use of explosives of any kind on University property or at any University Event.
- b. Making, or causing another individual to make, false bomb threats.
- c. Possession or use of fireworks on University property or at any University Event. Fireworks are defined as any substance prepared for the purpose of producing a visible or audible effect of combustion, explosion, or detonation.

15. Weapons. Possessing firearms or other weapons on University property or at any University Event, except where allowed by law. This includes, but is not limited to, possession or use of any illegal knives, swords, dangerous chemicals, or air guns. In unclear cases of definition, the context in which a particular object was used will determine whether it is a weapon.

16. Theft and Possession of Stolen Property

Taking, attempting to take, or keeping in a Student's possession, items belonging to the University, Student, faculty, staff, Student Groups, or Student Organizations or visitors to the campus without proper authorization.

17. Falsification of Records. Altering, falsifying, counterfeiting, forging, or causing to be altered, falsified, counterfeited, or forged any records, forms or documents used by or submitted to the University.

18. Misuse of Identification Cards

- a. Lending, selling, or otherwise transferring an identification card.
- b. Use of an identification card by anyone other than its original holder.

19. **Gambling.** Playing of cards or any other game of chance or skill for money or other items of value.
20. **Tobacco.** Use of any tobacco product on campus, including, but not limited to, smokeless tobacco, cigarettes, cigars, and electronic cigarettes.
21. **Computer Use.** Theft or abuse of computer facilities including, but not limited to:
 - a. Unauthorized entry into, manipulation of, or transfer of a file.
 - b. Unauthorized use of another individual's identification or password.
 - c. Use of computing facilities that interfere with the work of another Student, faculty member, or University official.
 - d. Use of computing facilities that interfere with a University computing system.
 - e. Use of the University computing facilities to violate federal, state or local laws or University policy. For purposes of this provision, "Computing facilities" includes computers and data and/or voice communications networks.
22. **Joint Responsibility for Infractions.** Students who knowingly act in concert to violate University regulations have individual and joint responsibility for such violations.
23. **Furnishing False Information.** Furnishing false information to the University.
24. **Violation of Local Ordinance or State/Federal Law.** Conduct that is a violation of local ordinance, state law, or federal law.
25. **Other Published Policies.** Under this Code, sanctions may be imposed for the violation of any published University rule or policy, including but not limited to:
 - a. [Housing and Residence Life Community Living Guide](#)
 - b. [Tobacco-Free Campus Policy](#)
 - c. [Parking Regulations](#)
 - d. [Intramural Sports Handbook](#)
 - e. [Responsible Access Use of Information Technology Resources and Services](#)

B. Behavioral Integrity Procedures

1. **Reporting.** All suspected violations should be immediately reported to the Office of Student Integrity by any person who has knowledge of the commission of any such violation. Any member of the Armstrong State University community may submit a report. Reports are reviewed to determine if the alleged behavior is in violation of this Code.
 - a. A report of an alleged violation of the Behavioral Integrity policy should include:
 - i. The type of alleged misconduct.
 - ii. Name of the Accused Student.
 - iii. Date, time, and place of misconduct.
 - iv. Name and contact information for any witnesses.
 - v. Any evidence available.
 - vi. Whether or not a criminal complaint was filed (if applicable).
 - b. Confidentiality
 - i. Where a Complainant requests that his or her identity be withheld or the allegation(s) not be investigated, the Office of Student Integrity will inform the requesting party that Armstrong generally cannot guarantee confidentiality. The Office of Student Integrity will consider whether or not such request(s) can be honored while still providing a safe and nondiscriminatory environment for the institution. Honoring the request may limit Armstrong's ability to respond fully to the incident and may limit Armstrong's ability to discipline the respondent.
 - c. Retaliation
 - i. Anyone who, in good faith, reports what she or he believes to be student misconduct, who participates or cooperates in, or who is otherwise associated with any investigation, shall not be subjected to retaliation. Anyone who believes he or she has been the target of retaliation for reporting, participating or cooperating in, or otherwise being associated with an investigation should immediately contact the Office of Student Integrity. Any person found to have engaged in retaliation in violation of the Code of Student Integrity shall be subject to disciplinary action, pursuant to Armstrong's policy.
 - d. False Complaints
 - i. Individuals who intentionally give false statements to an Armstrong official, or who submit false complaints or accusations, including during a hearing, shall be subject to disciplinary action pursuant to Armstrong's policy.
 - e. Amnesty
 - i. Individuals are encouraged to come forward and to report violations of policy, notwithstanding their choice to consume alcohol or to use drugs. Information reported in good faith by an individual during an investigation concerning use of drugs or alcohol will not be used against that individual in disciplinary proceedings and will not be voluntarily reported to law enforcement. However, individuals may be provided with resources on drug and alcohol counseling or education.

2. Minor Violations

a. Notice and Investigation

- i. The Office of Student Integrity or designee will contact the Accused Student at his or her Armstrong State University email address to notify him or her of:
 - a. The alleged violations.
 - b. Preliminary charges.
 - c. Possible sanctions.
 - d. Available support services.
 - e. Any investigator who may be involved.
 - f. The opportunity to schedule a preliminary meeting.
- ii. The Accused Student will have three (3) Days from delivery of this notice to challenge the assignment of the Hearing Officer assigned to the case. The assignment of the Hearing Officer may be challenged only on the basis of a conflict of interest or perceived bias. Challenges should be submitted in writing to the Office of Student Integrity who will render a decision. In the event the Hearing Officer is the Assistant Dean of Students - Student Integrity, the challenge should be submitted in writing to the Dean of Students. A non-response from the Accused Student will be considered a general denial of the allegations and no challenge of the Hearing Officer assigned to the Board.
- iii. Based on this response, the Hearing Officer will interview the Accused Student and any incident witnesses, collect and review documents or other physical or electronic information, and perform other steps as appropriate. The Hearing Officer should retain written notes or obtain written or recorded statements from each interview. The Hearing Officer should also keep a record of any proffered witnesses not interviewed, along with a brief, written explanation.

b. Adjudication

i. Minor Violation Informal Resolution

- a. In a Minor Violation Informal Resolution, the Accused Student will meet with the Office of Student Integrity or designee to resolve his or her case.
- b. The Accused Student will have the opportunity to review any and all information pertaining to the alleged violation(s).
- c. The Hearing Officer will find the Accused Student responsible or not responsible for the alleged violation(s). The Accused Student will be notified of the outcome of the Administrative Resolution meeting no later than five (5) Days after the meeting occurred. The Accused Student retains his or her appeal rights as stated in [Chapter 11](#) of this Code.
- d. If the Accused Student fails to attend the Administrative Resolution, the meeting will be held in his or her absence. If the Accused Student is found in violation, sanctions will be assigned.

ii. **Minor Violation Formal Resolution**

- a. In a Minor Violation Formal Resolution, the Accused Student appears before the Student Integrity Board for adjudication of his or her case.
- b. The Accused Student will be notified in writing of the date, time, and location of the hearing. This notice will also include a statement of the alleged behavior, any alleged violations of the Code of Student Integrity, and the names of Student Integrity Board members who will adjudicate the case. The Accused Student will then have three (3) Days from the delivery of this notice to challenge any Board member scheduled to be part of the Board hearing the case. The composition of the Board may be challenged only on the basis of a conflict of interest or perceived bias. Challenges should be submitted in writing to the Office of Student Integrity who will render a decision.
- c. During the Student Integrity Board hearing, the Complainant will have the opportunity to be present to answer any questions the Board may have, as well as any questions the Accused Student may have. The Complainant will also have the opportunity to question the Accused Student. All questions from the Complainant and Accused Student must be directed in writing to the chair of the Board. As per [Chapter 4](#), the Accused Student is entitled to an Advisor who may advise him or her and assist in drafting questions. The Board will ask the questions as written and will limit questions only if they are unrelated to determining veracity of the charge leveled against the Accused Student. The reason for any question not asked will be read into the record.
- d. The Assistant Dean of Students - Student Integrity reserves the right to allow a party to testify in a separate room or from a remote location. If this occurs, the Assistant Dean of Students - Student Integrity will ensure proper sequestration in a manner that ensures testimony has not been tainted and the sequestration will not disadvantage any party.
- e. The Student Integrity Board will recommend findings and any authorized sanction or combination of sanctions it deems to be warranted by the circumstances of the case. Prior conduct history will not be considered until the sanctioning phase of the hearing.
- f. A written copy of the Student Integrity Board's decision will be submitted to the Dean of Students or designee as a recommendation for administrative action. The Dean of Students or designee will review the hearing and all associated materials and will either affirm the recommended findings and sanctions or reduce the recommended sanctions. The Dean of Students or designee will submit a final written decision to the Accused Student and Office of Student Integrity. The Accused Student retains his or her appeal rights as stated in [Chapter 11](#) of this Code.

- g. If an Accused Student refuses to cooperate with the Office of Student Integrity or fails to attend the hearing, the hearing will be held in his or her absence. If the Accused Student is found in violation, sanctions will be recommended.

3. Major Violations

a. Notice and Investigation

- i. The Office of Student Integrity or designee will contact the Accused Student at his or her Armstrong State University email address to notify him or her of:
 - a. The alleged violations.
 - b. Preliminary charges.
 - c. Possible sanctions.
 - d. Available support services.
 - e. Any investigator who may be involved.
 - f. The opportunity schedule a preliminary meeting.
- ii. Upon receipt of the written notice, the Accused Student will have three (3) Days from the delivery of this notice to respond. In this response, the Accused Student will have the right to admit or deny the allegations, to set forth a defense with facts, witnesses, and documents (written or electronic) to support that defense, and to challenge the assignment of the Hearing Officer assigned to the case. The assignment of the Hearing Officer may be challenged only on the basis of a conflict of interest or perceived bias. Challenges should be submitted in writing to the Office of Student Integrity who will render a decision. In the event the Hearing Officer is the Assistant Dean of Students - Student Integrity, the challenge should be submitted in writing to the Dean of Students. A non-response from the Accused Student will be considered a general denial of the allegations and no challenge of the Hearing Officer.
- iii. Based on this response, the Hearing Officer will interview the Accused Student and any incident witnesses, collect and review documents or other physical or electronic information, and perform other steps as appropriate. The Hearing Officer will retain written notes and/or obtain written or recorded statements from each interview. The Hearing Officer will also keep a record of any proffered witnesses not interviewed, along with a brief, written explanation.
- iv. The Hearing Officer will summarize all information obtained as part of the investigation process in a preliminary investigative report. This preliminary investigative report will indicate resulting charges (or no charges), facts and evidence in support of those charges, witness statements, and possible sanctions. The report will be submitted to the Accused Student in hardcopy in a meeting with the Hearing Officer.
- v. The Accused Student will have the opportunity to respond in writing within three (3) Days to this investigative report. This response should indicate the Accused Student's plea to all preliminary charges and, where applicable, his or her defense and facts, witnesses, and documents (written

- or electronic) to support that defense. A non-response from the Accused Student will be considered a denial of the charge(s).
- vi. The Hearing Officer may conduct further investigation determined necessary and warranted by the Accused Student's response to the investigative report.
 - vii. The final investigative report will be provided to the Student Integrity Board and to the Accused Student if the case is resolved formally.

b. Major Violation Informal Resolution

- i. In a Major Violation Informal Resolution, the Accused Student will meet with a Hearing Officer to resolve his or her case.
- ii. The Accused Student will have the opportunity to respond in writing and to review all case materials as stated above.
- iii. The Hearing Officer will find the Accused Student responsible or not responsible for the alleged violation(s). The Accused Student will be notified of the outcome of the Administrative Resolution meeting no later than five (5) Days after the meeting occurred. The Accused Student retains his or her appeal rights as stated in [Chapter 11](#) of this Code.
- iv. If the Accused Student fails to attend the Major Violation Informal Resolution, the case will be referred to the Student Integrity Board for adjudication.

c. Major Violation Formal Resolution

- i. In a Major Violation Formal Resolution, the Accused Student appears before the Student Integrity Board for adjudication of his or her case.
- ii. The Accused Student will be notified in writing at least five (5) Days in advance of the date, time, and location of the hearing. This notice will also include:
 - a. A statement of the alleged behavior.
 - b. Formal charges.
 - c. Potential sanctions.
 - d. Available support services.
 - e. The names of the Student Integrity Board members who will adjudicate the case
- iii. Upon receipt of the written notice, the Accused Student will have three (3) Days from the delivery of this notice to respond. In this response, the Accused Student will have the right to admit or deny the allegations, to set forth a defense with facts, witnesses, and documents (written or electronic) to support that defense, and to challenge any individual scheduled to be a part of the Board hearing the case. The composition of the Board may be challenged only on the basis of a conflict of interest or perceived bias. Challenges should be submitted in writing to the Office of Student Integrity who will render a decision. A non-response from the Accused Student will be considered a general denial of the allegations and no challenge of the individuals assigned to the Board. The Accused Student may also elect to waive their right to respond in writing and review the case material and to proceed directly to a Student Integrity Board hearing.

- iv. During the Student Integrity Board hearing, the Complainant will have the opportunity to be present to answer any questions the Board may have, as well as any questions the Accused Student may have. The Complainant will also have the opportunity to question the Accused Student. All questions from the Complainant and Accused Student must be submitted in writing to the chair of the Student Integrity Board. As per [Chapter 4](#), the Accused Student is entitled to an Advisor who may advise him or her and assist in drafting questions. The Board will ask the questions as written and will limit questions only if they are unrelated to determining veracity of the charge leveled against the Accused Student. The reason for any question not asked will be read into the record.
- v. The Assistant Dean of Students - Student Integrity reserves the right to allow a party to testify in a separate room or from a remote location. If this occurs, the Assistant Dean of Students - Student Integrity will ensure proper sequestration in a manner that ensures testimony has not been tainted and the sequestration will not disadvantage any party.
- vi. The Student Integrity Board will recommend findings and any authorized sanction or combination of sanctions it deems to be warranted by the circumstances of the case. Prior conduct history will not be considered until the sanctioning phase of the hearing.
- vii. A written copy of the Student Integrity Board's decision will be submitted to the Dean of Students or designee as a recommendation for administrative action. The Dean of Students or designee will review the hearing and all its associated materials and will either affirm the recommended findings and sanctions or reduce the recommended sanctions. The Dean of Students or designee will submit a final written decision to the Accused Student and Office of Student Integrity. This written decision will include the findings and sanctions of the case (if any), the rationale for the decision, and the appeal procedure. The Accused Student retains his or her appeal rights as stated in [Chapter 11](#) of this Code.
- viii. If an Accused Student refuses to cooperate with the Office of Student Integrity or fails to attend the hearing, the hearing will be held in his or her absence.

4. Interim Suspension

- a. When the University determines the continued presence of an Accused Student on the University campus or in Housing & Residence Life poses a substantial threat to others, or to the stability and continuance of normal University functions, the Vice President for Student Affairs or designee may suspend the Accused Student for an interim period, pending the outcome of Student Integrity Proceedings. Before this Interim Suspension is issued, the Accused Student will be offered an opportunity to meet with the Vice President of Student Affairs or designee to be heard on whether or not his or her presence poses a threat.
- b. At the discretion of the Vice President of Student Affairs or designee, an Accused Student who persists in disrupting a particular class in violation of this Code after a warning by the faculty member may be suspended from that class only, for an interim period pending the outcome of Student Integrity Proceedings.

- c. At the discretion of the Vice President of Student Affairs or designee, an Accused Student who persists in disrupting the community in which he or she lives may be suspended from living on campus and Housing & Residence Life property for an interim period pending the outcome of Student Integrity Proceedings.
- d. If an Interim Suspension from the University, from a class, or from Housing & Residence Life is issued, it is effective immediately. The Vice President for Student Affairs or designee may terminate the interim suspension at any time, including prior to the outcome of Student Integrity Proceedings.

Chapter 8 Sexual Misconduct – Prohibited Conduct and Procedures

[See Board of Regents Policy 4.1.7](#)

Reports of violations of this chapter should be directed to the Title IX Coordinator or Office of Student Integrity. More information on reporting can be found [here](#). Information on resources can be found [here](#).

Chapter 9 Student Integrity Board

A. Student Integrity Board

1. The Student Integrity Board will be composed of Students selected by the Office of Student Integrity. Students not in good standing with the University may not serve. Appointments to the Board will be made as needed to keep the Student Integrity Board staffed to adjudicate cases in a prompt manner. These appointments may constitute permanent or temporary replacements, as the Office of Student Integrity deems necessary.
2. There must be at least three (3) Board members present to hear a case. In cases involving graduate level Accused Students, an effort will be made to have at least two (2) of the Board members be graduate Students. A majority vote is required for findings and sanction recommendations.
3. If a Student Integrity Board member has a conflict of interest or personal knowledge of the case or the Accused Student, the Board member must recuse himself or herself from the hearing.

B. Advisors to the Board

1. The Assistant Dean of Students - Student Integrity or designee will serve as advisor to the Student Integrity Board.
2. It is the duty of the advisor to consult with the Board and to offer advice to members of the Board on substantive and procedural questions. The advisor or his or her designee will be present at all meetings and hearings of the Board.

C. Training

1. The Student Integrity Board will receive annual training on this Code and the involved procedures. This training will be conducted by a designee from the Office of Student Integrity.

Chapter 10 Sanctions

The following list of sanctions is not all inclusive and other sanctions may be assigned to Students, Student Groups, or Student Organizations. Any Student who fails to complete his or her sanctions by the determined deadlines will receive a hold on his or her Student account. Any Student Group or Student Organization that fails to complete any sanction by the determined deadline may have additional sanctions assigned. The University is not responsible for any financial loss incurred by any Student, Student Group, or Student Organization for any sanction.

The Hearing Officer, Student Integrity Board, or Sexual Misconduct Board will consider the following when determining sanctions: frequency, severity, or nature of the offense; the Accused Student's Student Integrity Record; the Accused Student's willingness to accept responsibility; previous institutional response to similar conduct; and the institution's interest. A decision to suspend or expel must be supported by substantial evidence.

A. Individual Sanctions

1. **Written Warning:** Formal notice from the Office of Student Integrity indicating further violations may result in more severe sanctions.
2. **Restrictions:** Exclusion from such specified Student privileges as may be consistent with the violation committed.
3. **Reduction of a Grade:** Reduction of a grade for either the course assignment at issue or for the overall course grade (i.e., complete loss of credit for the course).
4. **Parental/Guardian Notification:** The University may notify parents/guardians of Students under the age of 21 found responsible for drug or alcohol violations. Exceptions may be made for Students who are financially independent from their parents.
5. **Restitution:** Reimbursement for damage to or misappropriation of property. This may be in the form of appropriate service or other compensation and may be imposed in addition to other sanctions.
6. **Conduct Probation:** The Student is not in good conduct standing with the University for a definite or indefinite period of time. Further violations of this Code could result in removal from housing, suspension, or expulsion from the University.
7. **Housing Removal:** Removal and ban from Housing & Residence Life for a definite period of time. Removal from Housing due to conduct sanctions may result in loss of any room or board paid for that semester.
8. **Permanent Housing Removal:** Removal and ban from Housing & Residence Life for an indefinite period of time. Removal from Housing due to Student Integrity sanctions may result in loss of any room or board paid for that semester.
9. **Deferred Suspension:** Notice to the Student that any further violations *will* result in suspension or expulsion from the University.

10. **Suspension:** The temporary separation of a Student's relationship with the University. Students who are suspended are banned from campus and all University Events. Conditions for readmission may be specified. The Student is also added to the University System of Georgia's Student Disciplinary Actions Reporting System. Upon completion of the term of suspension, Students must re-apply to the University and meet with the Office of Student Integrity prior to enrolling for classes.
 11. **Expulsion:** The permanent separation of the Student's relationship with the University. Students who are expelled are banned from campus and all University Events. The Student is also added to the University System of Georgia's Student Disciplinary Actions Reporting System.
 12. **Other Sanctions:** Other sanctions may include research papers, letters of apology, educational presentations, reflective essays, interviewing members of campus, or other assignments deemed appropriate.
- B. **Group or Organization Sanctions.** When a Student Organization is charged with a violation, the advisor(s), any applicable regional, national, international offices, and the Office of Student Life will be notified. The official outcome will become part of the Organization's file in the Office of Student Life.
1. **Written Warning:** Formal notice from the Office of Student Integrity indicating further violations may result in more severe sanctions.
 2. **Registration Probation:** A status in which a Student Organization is not considered to be in good Integrity standing with the University. The Organization may seek and add members and host activities unless otherwise specified. Further violations may result in Registration Suspension or Revocation.
 3. **Registration Suspension:** A status in which the University recognition of a Student Organization is removed for a definite period of time. During a period of Registration Suspension, the Student Organization may continue to occupy or hold property, but may not seek or add members, hold or sponsor events, or sponsor or attend any events that are social in nature.
 4. **Registration Revocation:** A status in which the University recognition of a Student Organization is permanently revoked. The Student Organization may no longer function or have a presence on University property or at University sponsored activities.
 5. **Other Student Group or Student Organization Sanctions:** Restriction/exclusion from activities, restitution, or suspension of recruitment or intake processes.

Chapter 11 Appeals

A. Academic Integrity Violations

1. A Student may appeal to the Provost or designee, provided the basis for the appeal is limited to the criteria listed below. Students who have accepted an Informal Resolution are not eligible for an appeal.
2. A Student found responsible for violating this Code will have five (5) Days from the delivery of the official outcome letter to appeal. The appeal packet will be limited to a review of the record of the Student Integrity Board, supporting documents, and the Student's written appeal. The Student must explicitly state why he or she believes an appeal is warranted. Appeals will only be considered for the following reasons:
 - a. To determine whether the original hearing was conducted fairly and in conformity with prescribed procedures, including whether any hearing questions were improperly excluded or whether the decision was biased in nature.
 - b. To determine whether the finding of the case was consistent with the weight of the information.
 - c. To determine whether new information, not available to the Student at the time of the hearing, is relevant to or sufficient to alter the final decision.
3. Any Student wishing to appeal should submit his or her appeal in writing to the Office of Student Integrity. The Office of Student Integrity will compile all pertinent information and deliver the appeal packet to the Provost. The Provost may:
 - a. Affirm the findings and sanctions.
 - b. Affirm the finding but issue a new sanction of lesser severity.
 - c. Remand the case back to the decision-maker to correct a procedural or factual defect.
 - d. Reverse or dismiss the case if there was a procedural or factual defect that cannot be remedied by remand.

The Provost will make a decision in a reasonable period of time. For cases including Deferred Suspension, Suspension, or Expulsion, the decision may be appealed to the President as outlined below. For cases not including Deferred Suspension, Suspension, or Expulsion, the decision of the Provost is the final institutional action. There is no further right of institutional appeal.

4. When eligible, the decision of the Provost or designee may be appealed in writing within five (5) Days to the President, based solely on Chapter 11, Section A-2. The appeal must be submitted to the Office of Student Integrity. The Office of Student Integrity will compile all pertinent information and deliver the appeal packet to the President. The President may:
 - a. Affirm the findings and sanctions.
 - b. Affirm the finding but issue a new sanction of lesser severity.
 - c. Remand the case back to the decision-maker to correct a procedural or factual defect.
 - d. Reverse or dismiss the case if there was a procedural or factual defect that cannot be remedied by remand.

The President will make a decision in a reasonable period of time. Should the Accused Student wish to appeal the President's decision, he or she may appeal to the University System of Georgia Board of Regents in accordance with [Board of Regents Policy 8.6](#).

B. Behavioral Integrity Violations

1. A Student may appeal to the Vice President for Student Affairs or designee, provided the basis for the appeal is limited to the criteria listed below.
2. A Student found responsible for violating this Code will have five (5) Days from the delivery of the official outcome letter to appeal. The appeal packet will be limited to a review of the record of the Administrative Resolution or Student Integrity Board, supporting documents, and the Student's written appeal. The Student must explicitly state why he or she believes an appeal is warranted. Appeals will only be considered for the following reasons:
 - a. To determine whether the original hearing was conducted fairly and in conformity with prescribed procedures, including whether any hearing questions were improperly excluded or whether the decision was biased in nature.
 - b. To determine whether the finding of the case was consistent with the weight of the information.
 - c. To determine whether new information, not available to the Student at the time of the hearing, is relevant to or sufficient to alter the final decision.
3. Any Student wishing to appeal should submit their appeal in writing to the Office of Student Integrity. The Office of Student Integrity will compile all pertinent information and deliver the appeal packet to the Vice President for Student Affairs. The Vice President for Student Affairs may:
 - a. Affirm the findings and sanctions.
 - b. Affirm the finding but issue a new sanction of lesser severity.
 - c. Remand the case back to the decision-maker to correct a procedural or factual defect.
 - d. Reverse or dismiss the case if there was a procedural or factual defect that cannot be remedied by remand.

The Vice President for Student Affairs will make a decision in a reasonable period of time. For cases including Deferred Suspension, Suspension, or Expulsion, the decision may be appealed to the President as outlined below. For cases not including Deferred Suspension, Suspension, or Expulsion, the decision of the Vice President of Student Affairs is the final institutional action. There is no further right of institutional appeal.

5. When eligible, the decision of the Vice President of Student Affairs or designee may be appealed in writing within five (5) Days to the President, based solely on Chapter 11, Section B-2. The appeal must be submitted to the Office of Student Integrity. The Office of Student Integrity will compile all pertinent information and deliver the appeal packet to the Office of the President. The President may:
 - a. Affirm the findings and sanctions.
 - b. Affirm the finding but issue a new sanction of lesser severity.

- c. Remand the case back to the decision-maker to correct a procedural or factual defect.
- d. Reverse or dismiss the case if there was a procedural or factual defect that cannot be remedied by remand.

The President will make a decision in a reasonable period of time. Should the Accused Student wish to appeal the President's decision, he or she may appeal to the University System of Georgia Board of Regents in accordance with [Board of Regents Policy 8.6](#).

Chapter 12 Revisions of this Code

Reviews of the Code will occur annually. The review and revision of this Code will be overseen by the Office of Student Integrity, in consultation with the Provost, the Vice President of Student Affairs, and University Counsel. The Office of Student Integrity will work closely with appropriate constituents across campus to ensure necessary revisions are made in a timely manner. Representatives from the Student Government Association will have the opportunity to provide input.

The most recent edition of the Code of Student Integrity may be found on the Office of Student Integrity website. Armstrong State University reserves the right to revise or correct the Code as needed. Students will be notified via University email when changes to the Code have been made.