



OAISC: Reconsideration and Appeals Process

The Administrative Board or Honor Council has met and decided an outcome

RECONSIDERATION PROCESS for any decision of the Board or Council

Student submits a written statement to the Secretary of the Administrative Board or Honor Council

The full Administrative Board or Honor Council meets and decides whether the student's request meets the guidelines for reconsideration

If the case is reconsidered, the full Administrative Board or Honor Council meets and decides an outcome

A student may request reconsideration if...

1. New materially relevant information becomes available
2. There is reasonable evidence of procedural error

A student may appeal because...

1. the Administrative Board or Honor Council, as appropriate, made a procedural error that may change the outcome of the decision; or
2. based upon a review of the annual disciplinary statistics of the Board or Council, as appropriate, the sanction imposed was inconsistent with the Board's or Council's usual practices and inappropriate.

All reconsiderations of a disciplinary decision must be filed with the Secretary of the Administrative Board or Secretary of the Honor Council, as appropriate, within one week of the decision, unless, within that week, such Secretary grants an extension of time. Ordinarily, students will have only one opportunity to request a reconsideration. For cases in which a student requests reconsideration, appeals must be filed with the Secretary of the Faculty within one week of the decision regarding reconsideration. In cases in which a student does not request a reconsideration, appeals must be filed within one week of the disciplinary decision of the Administrative Board or the Honor Council. A student may not seek reconsideration following the filing of an appeal.

APPEALS PROCESS

for disciplinary cases where the sanction is Probation for more than one term or Requirement to Withdraw

The student submits a written statement of appeal to the Secretary of the Faculty, who forwards the statement to the Chair of the Administrative Board or Honor Council

The Chair responds to the Student's statement in writing. The Chair forwards the response statement and the original case materials to the Secretary of the Faculty

The Secretary of the Faculty sends the Chair's response statement to the Student

The Student submits a final written statement to the Secretary of the Faculty responding to the Chair's statement if the Student wishes

The Secretary of the Faculty sends case materials and statements to the Docket Committee members, who meet and decide whether the case merits an appeal

If the Docket Committee members determine that the case merits an appeal, they forward the case to the Faculty Council members

The Faculty Council members receive the case materials, meet, and decide the outcome

The Secretary of the Faculty informs the Student of the outcome