

This flowchart describes the process from the initial report of an academic integrity violation through facilitation, appeals, board review, and final resolution.

Academic Integrity Flowchart (Southern Miss)

1. A potential academic integrity violation is detected.
 - The instructor completes a Maxient reporting form.
 - If the instructor and student have already agreed on a resolution, the instructor also submits a Faculty Resolution Form to the Academic Integrity Office.
2. The Academic Integrity Office contacts the student.
 - The student has **5 business days** to respond.
 - If the proposed sanction is an **F or XF grade**, a facilitator is required.
 - For less severe sanctions, a facilitator is optional and may be requested.
3. The process then follows one of two paths:
 - **Facilitation requested:** The Academic Integrity Office arranges a meeting with a third-party facilitator. A Facilitation Resolution Form is sent to all parties, and the meeting occurs at an agreed time.
 - **Facilitation declined:** The student accepts the sanction. Supporting documentation is saved, and the case is closed.
4. After a facilitation meeting, the student, instructor, and facilitator complete the Facilitation Resolution Form. Any next steps are explained.
5. Four possible outcomes may result:
 - The instructor determines that no violation occurred.
 - The student accepts responsibility and accepts the sanction.
 - The student accepts responsibility but disagrees with the sanction.
 - The student denies that a violation occurred.
6. If the student appeals:
 - The student must contact the Academic Integrity Office.
 - The student submits an updated written statement and an Appeal Initiation Form within **5 business days**.
 - The instructor has **5 business days** from the appeal date to submit additional evidence.
7. The Academic Integrity Office schedules a board hearing.
8. After the hearing, one of two outcomes occurs:
 - The board determines that the sanction was inappropriate or that no violation occurred. The Academic Integrity Officer notifies the instructor to recalculate the grade.
 - The board upholds the sanction. If the sanction is an **XF** and the student has no prior XF grades, the student may enroll in **UNV 300: Professionalism and Integrity** to remove the "X" designation. Only one X may be removed during a student's academic career.

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