

## Part 7 Academic Discipline

### Section 1 Introduction

- 1.1 The University expects that all students will demonstrate integrity in all transactions inclusive of admission, enrolment, course of study and academic record.
- 1.2 Any breach of the General Academic Statute, the General Academic Regulations or programme regulation(s) by a student shall be deemed inappropriate and the student may be subjected to disciplinary procedures.
- 1.3 Pursuant to Clause 1.2 above, the disciplinary process may constitute one or more of the following:
  - complaint
  - hearing
  - decision
  - appeal(s)

### Section 2 Dishonesty During Assessment or Course of Study

- 2.1 The University Academic Regulations shall be breached if a student during an assessment and/or course of study:
  - 2.1.1 copies from, or inappropriately communicates with, another person
  - 2.1.2 is found in possession of any unauthorised equipment or material
  - 2.1.3 plagiarises the work of another person without indicating that the work is not the student's own
  - 2.1.4 collaborates with others in the preparation of material, except where this has been approved as an assessment requirement
  - 2.1.5 resubmits previously submitted work without prior approval of the assessment board
  - 2.1.6 uses any other unfair means.

### Section 3 Complaints

- 3.1 Any complaint in respect of Clause 2.1 above, shall be made in writing by the complainant, to the dean of the faculty responsible for the programme.
- 3.2 Where a complaint is made in respect of any other University regulation, the procedures of the Council's Discipline Statute shall apply.
- 3.3 Where a complaint is made in respect to Clause 2.1 above, the following procedures shall apply:
  - 3.3.1 The dean shall refer the complaint to the faculty disciplinary committee.
  - 3.3.2 The faculty disciplinary committee shall inform the student of the procedures that will be followed and of the hearing date.
  - 3.3.3 The student shall be invited to submit a statement about the incident and/or to appear before the faculty disciplinary committee.

- 3.3.4 The student may be accompanied to any hearing by a representative of AUTSA and/or a person of their choice.
- 3.3.5 The faculty disciplinary committee may hear any evidence it considers relevant.
- 3.3.6 The decision of the faculty disciplinary committee, and the reasons for the decision, shall be notified to the student, the faculty board and the assessment board together with any recommendation to the Vice-Chancellor where this is appropriate.
- 3.4 The faculty disciplinary committee may impose one or more of the following<sup>1</sup>:
  - 3.4.1 no penalty
  - 3.4.2 an admonition
  - 3.4.3 a reassessment
  - 3.4.4 a reduction in the mark or grade awarded for an assessment or course
  - 3.4.5 suspension from attendance at the University for a stipulated period, subject to confirmation by the Vice-Chancellor
  - 3.4.6 a limitation or prohibition on attendance at any class or classes for a stipulated period, subject to confirmation by the Vice-Chancellor
  - 3.4.7 expulsion from the University subject to confirmation by the Vice-Chancellor.
- 3.5 For students completing a thesis and/or dissertation who are enrolled in a doctoral, master's or bachelor's honours degree, the faculty disciplinary committee, in consultation with the Graduate Research School, may impose one or more of the following:
  - 3.5.1 no penalty
  - 3.5.2 an admonition
  - 3.5.3 resubmission, whereby the examination is suspended, appropriate amendments to the thesis are undertaken and the thesis is submitted for re-examination
  - 3.5.4 a reduction in the grade awarded for the thesis or dissertation (master's and bachelor's honours students only)
  - 3.5.5 requirement for additional amendments, whereby the student is advised to undertake additional amendments to the thesis after the completion of the examination
  - 3.5.6 a recommendation to the University Postgraduate Board that a fail grade be awarded for the thesis or dissertation
  - 3.5.7 expulsion from the University subject to confirmation by the Vice-Chancellor.

#### **Section 4 Appeal Against a Faculty Disciplinary Committee Decision**

- 4.1 A student may appeal a decision of the faculty disciplinary committee on the following grounds:

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<sup>1</sup> For theses and dissertations see clause 3.5 below.

- 4.1.1 New evidence is available, relevant to the complaint, which was not available, and could not reasonably have been made available, to the faculty disciplinary committee at the time it made its decision
- 4.1.2 There was an error in procedures
- 4.1.3 The severity of the decision.
- 4.2 Any appeal against the decision of the faculty disciplinary committee shall be submitted in writing to the Vice-Chancellor within 14 days of the communication to the student of the decision.
- 4.3 The Vice-Chancellor may allow an appeal within a maximum of ninety days of the date of the notification of the original decision if the student can show good reason why the appeal was delayed.
- 4.3.1 In respect of any such appeal the following procedures shall apply:
- (a) The Vice-Chancellor shall appoint a University Disciplinary Appeals Committee of three persons to consider the appeal.
  - (b) The University Disciplinary Appeals Committee shall have as members:
    - two University staff members independent of the faculty responsible for the student's programme
    - a nominee of AUTSA
  - (c) The University Disciplinary Appeals Committee shall inform the student of the hearing date and the procedures that will be followed.
  - (d) The student shall be invited to submit a detailed statement outlining why the decision of the faculty disciplinary committee should be changed.
  - (e) The student may be accompanied to any hearing by a representative of AUTSA and/or a person of their choice.
  - (f) The University Disciplinary Appeals Committee may hear any evidence it sees fit.
  - (g) The recommendations of the University Disciplinary Appeals Committee shall be notified to the student, Vice-Chancellor and faculty disciplinary committee.
- 4.4 Any appeal against the decision of the University Disciplinary Appeals Committee shall be submitted in writing to the Council Secretary within 14 days of the communication to the student of the decision.
- 4.5 The grounds for an appeal under Clause 4.4 above shall be limited to:
- 4.5.1 procedural irregularity
  - 4.5.2 breach of natural justice
- 4.6 The Council shall refer the matter to its General Academic Statute Appeals Committee.
- 4.7 The decision of the Council shall be final.