



Please review the following rights and responsibilities outlined in Section 3 of the East Carolina University Regulation on Academic Integrity. The full ECU Regulation on Academic Integrity can be found here: <https://policy.ecu.edu/02/07/11>

### 3. Rights and Responsibilities

#### 3.2. Faculty, Teaching Assistant, and other Instructional Personnel Rights

A faculty member, teaching assistant, or other instructional personnel who alleges a violation of this Regulation is a Complainant and has the rights listed below.

3.2.1 The right to have a non-participating observer at the initial meeting, subject to compliance with the Family Educational Rights and Privacy Act of 1974 ("FERPA").

3.2.2. The right to invite relevant witnesses with knowledge of the alleged AIV.

3.2.3. The right to submit a written statement, or other information. This includes the right to submit information after referral to an AIAB.

3.2.4. The right, after receiving written notice of the outcome, to review the decision, if permitted under ECU policies, University of North Carolina System policies and local, state, and federal laws.

#### 3.4. Faculty, Teaching Assistant, and other Instructional Personnel Responsibilities

Faculty, teaching assistants, and other instructional personnel are responsible for the following:

3.4.1 Understanding what constitutes AIVs under this Regulation and the accompanying procedures.

3.4.2 Communicating University-wide expectations for academic integrity, for example, by providing copies of this Regulation or by providing a reference to it in their course syllabus to ensure that students are accountable for conforming their conduct to these expectations. Instructors should communicate clear rules and expectations for academic work conducted under their supervision.

3.4.3 Taking reasonable steps to prevent AIVs. For example, instructors should: Prevent unauthorized access to examinations during the development, duplication, and administration of such exams; avoid reusing prior examinations (in whole or in part) to the extent possible; take all reasonable steps consistent with physical classroom conditions to reduce the risk of cheating during the administration of examinations; and maintain proper security during the administration of examinations, including as appropriate overseeing distribution and collection of examinations, and proctoring the examination session.

3.4.4 Following the procedures for responding to suspected AIVs (enumerated in Section 6). The responsibility for following the stated procedures also includes but is not limited to, the following: Obeying the time constraints of this Regulation, providing proper notice to the student alleged to have committed an AIV, refraining from taking unilateral punitive action, and reporting the alleged violation to the OSRR, and the department chair (or designee), as required.

3.4.5 Cooperating with the OSRR, the Academic Integrity Appeal Board ("AIAB"), and the Academic Integrity Board ("AIB") when these bodies are conducting investigations, administering hearings and/or reviewing matters of academic integrity. The cooperation may call for actions such as providing testimony or other evidence, recommending appropriate sanctions, or helping to bring the matter to a prompt conclusion.

☐ **I have read and understand my Faculty, Teaching Assistant, and other Instructional Personnel Rights and Responsibilities**

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Signature

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Date