

Faculty Academic Misconduct Committees Charter

Section 1 - Purpose

(1) Academic integrity is an important component of student academic work ([Academic Integrity Policy](#)), and a failure to maintain standards of academic integrity is considered to be academic misconduct. The Faculty Academic Misconduct Committee considers allegations of academic misconduct by students and determines whether allegations have been substantiated.

Section 2 - Accountability

(2) Faculty Academic Misconduct Committee is an academic committee accountable to the Faculty Academic Board.

Section 3 - Responsibilities

(3) Faculty Academic Misconduct Committee undertakes the following:

- a. hears cases of major academic misconduct referred to it under [Management of Student Misconduct Policy](#);
- b. considers whether an allegation of major academic misconduct against a student is substantiated;
- c. makes a recommendation to the Vice-President (Administration) and University Registrar or the Executive Dean on any penalty/ies to be imposed where there is a determination that misconduct has been substantiated.

Section 4 - Delegations

(4) Faculty Academic Misconduct Committee determines whether or not an allegation of student academic misconduct is substantiated.

(5) Refer to [Register of Authorities and Delegations](#) (C132) (QUT staff access only).

Section 5 - Membership

(6) Membership categories:

- a. One senior academic staff member of the faculty nominated by Faculty Academic Board, as Chair;
- b. One academic staff member of the faculty nominated by Faculty Academic Board;
- c. One student of the faculty nominated by Faculty Academic Board.

(7) Alternate members may be nominated in each membership category with full membership rights. Alternate members may attend a meeting when the ordinary member is unable to attend a meeting.

(8) The quorum for a meeting is three members.

Section 6 - Meeting Frequency

(9) Faculty Academic Misconduct Committee meets monthly or as required.

Section 7 - Reporting and Communication

(10) Faculty Academic Misconduct Committee prepares a report for the Executive Dean or Vice-President (Administration) and University Registrar on each student case considered at a meeting.

Section 8 - Procedures

(11) Except in regard to quorum, Faculty Academic Misconduct Committee operates in accordance with [Council Procedure 1 - Committee Operations](#) and [Management of Student Misconduct Policy](#).

(12) Due to the nature of its business, Faculty Academic Misconduct Committee has a committee operating procedure to assist with its operation and the processes to be followed at meetings. The procedure is provided to a student when an allegation notice is issued.

Section 9 - Secretariat

(13) A nominee of the Executive Dean of the relevant faculty is secretary.

Section 10 - Application

(14) Consistent with [Management of Student Misconduct Policy](#), the QUT College will establish an Faculty Academic Misconduct Committee as set out in this policy.

Status and Details

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Responsible Officer	Sonya Betros Director, Governance and Performance
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