

Faculty Academic Misconduct Committees Charter

Section 1 - Purpose

(1) Maintaining academic integrity is vital to QUT's reputation and the reputation of its graduates ([Academic Integrity Policy](#)). 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 a management committee accountable to the Vice-Chancellor and President.

Section 3 - Responsibilities

(3) Faculty Academic Misconduct Committee undertakes the following:

- a. hears cases of misconduct referred to it under [Management of Student Misconduct Policy](#);
- b. considers whether an allegation of 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 as chair, nominated by the chair of Faculty Academic Board;
- b. One academic staff member of the faculty drawn for each meeting from a pool of academic staff nominated by the chair of the Faculty Academic Board;
- c. One academic integrity officer, who may be from a different faculty;
- d. One student of the faculty nominated by the chair of the Faculty Academic Board (or a student from the QUT Student Guild in the case of QUT College).

(7) Nominated members of the committee serve a term of up to two years.

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

Section 6 - Meeting Frequency

(9) Faculty Academic Misconduct Committee meets 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) Faculty Academic Misconduct Committee has been established in accordance with the [University Committee Governance Policy](#) (Section 5) and 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 a Faculty Academic Misconduct Committee as set out in this policy.

Status and Details

Status	Current
Effective Date	22nd March 2024
Review Date	1st December 2025
Approval Authority	QUT Council
Approval Date	19th March 2024
Expiry Date	To Be Advised
Responsible Officer	Sonya Betros Director, Governance and Performance
Author	Sonya Betros Director, Governance and Performance
Enquiries Contact	Sonya Betros Director, Governance and Performance <hr/> Administrative Division