



LETTER OF AGREEMENT
April 26, 2019

*This is an official notice to [REDACTED] that he/she is being placed under sanction(s) **F-15 & F-8** of the CODE OF STUDENT CONDUCT which is/are:*

(F-15) Disciplinary Probation - indicates that further violations may result in suspension or expulsion....

(F-8) Behavioral Requirements: This includes required activities including, but not limited to, seeking academic counseling or substance abuse screening, ...etc.

These sanction(s) are a result of this student's violation of the **CODE OF STUDENT CONDUCT Section(s) 4, Subsection(s) A-3** The specific offense(s) is/are: **(4-A-3) Academic Honesty. Violating the University's Academic Honesty policy.** The incident took place in **ENGL 206 section 006 (Instructor E. Laurel Ryan)** during the Spring 2019 semester.

The above named student is aware that this Letter of Agreement may be appealed to the Student Discipline Committee within (7) seven school days if the student so chooses. He/she may ask in writing for a hearing of this case before the Student Discipline committee by contacting Dr. Bill Ferguson, Chairman of the Student Discipline Committee, via email to ferguson@louisiana.edu and the Ombudsman ombudsman@louisiana.edu . This is a confidential agreement between the student and Department of Student Rights and Responsibilities and the Student Discipline Committee. The term(s) of the sanction is/are as follows:

(F-15) [REDACTED] will be placed on disciplinary probation for a period expiring on April 26, 2020.

(F-8) [REDACTED] must attend session(s) with the Office of Counseling and Testing for Decision Making. She/he must contact the department at 482-6480 to schedule an appointment and have sessions completed no later than **June 30, 2019.**

Failure to comply with this Letter of Agreement will result in further disciplinary actions.

*Below is a great site at Purdue University for writing resources, it includes examples for proper citation and formatting.

<http://owl.english.purdue.edu/owl/>

Office of Student Rights and Responsibilities

Student: [REDACTED]

ACADEMIC DISHONESTY REPORT

University of Louisiana at Lafayette

Student's Name: Erin Ryan CLID: [REDACTED]
Date of Incident: 4/8/19 Course No: 206
Department: English Today's Date: 4/10/19 Section No: 006

Evidence indicates that you violated subsection 15.8 of the UL LAFAYETTE CODE OF STUDENT CONDUCT which reads: "Academic cheating or plagiarism." In accordance with 14.11 of the CODE OF STUDENT CONDUCT, I have:

- Assigned you the grade of "zero" for this assignment
- Assigned you the letter grade of "F" for this semester
- Other (Specify) _____

Explanation of incident Incomplete citations in paper ; words and ideas taken from sources without full + proper acknowledgment.

E. Laurel Ryan
PRINT/TYPE INSTRUCTOR'S NAME COMPLETING REPORT

[Signature]
INSTRUCTOR'S SIGNATURE

[REDACTED]
STUDENT'S SIGNATURE

ACKNOWLEDGING RECEIPT OF REPORT IS NOT AN ADMISSION OF GUILT.

If you wish to appeal this decision, you may contact the Department of Student Life and Conduct, Room 223, Martin Hall, within seven (7) class days from the above date. Your appeal must be made in writing. For further information see Appeal Procedures, section eighteen in the Code of Student Conduct.

Forward one copy to Student Life and Conduct, give one copy to student and keep one copy for your records.



UNIVERSITY
OF
LOUISIANA
Lafayette

Vice President for
Student Affairs

P.O. Box 44572
Lafayette, LA 70504-4572
Office: 337-482-6266

Université des Acadiens

May 15, 2019

██████████
13603 Goodwood Blvd.
Baton Rouge, LA 70815-7215

Dear ██████████,

The University Student Discipline Appeals Committee met Tuesday, May 14, 2019, at 3:20PM in Room 163 of the Student Union to hear the following appeal:

CASE #358: ██████████ – A sophomore majoring in Biology from Baton Rouge, LA.

You were appealing a charge against the Code of Student Conduct for Academic Dishonesty (Plagiarism) imposed by the Office of Student Rights and Responsibilities for conduct identified by your ENGL206 instructor, Dr. E. Laurel Ryan, that occurred during the Spring 2019 semester. The instructor assigned a “zero” on the written assignment at issue per the course syllabus based upon her review of the work. Additional discipline sought by the Office of Student Rights and Responsibilities in a Letter of Agreement dated April 26, 2019 was: 1) disciplinary probation for a period of one year expiring 26 April 2019, and 2) mandatory sessions for Decision Making with the Office of Counseling and Testing to be completed by 30 June 2019.

The instructor was not able to be present for the proceedings, but the Committee heard your oral testimony and reviewed all written materials provided by both sides regarding the work at issue, as well as the University Code of Conduct regarding Academic Conduct and Dishonesty. Written materials included, among other items: the Academic Honesty Report filed by the instructor 4/10/19, the course syllabus, hardcopy of the work you submitted and one allegedly plagiarized source as provided by the instructor, and email correspondence between yourself and the instructor.

The Undergraduate and Graduate Academic Catalogs, the Code of Conduct, and the Academic Honesty Policy of the University all read, in relevant part:

“**Plagiarism** is a specific type of cheating. It occurs when a student claims originality for the ideas or words of another person, when the student presents as a new and original idea or product anything which in fact is derived from an existing work, or when the student makes use of any work or production already created by someone else without giving credit to the source. In short, plagiarism is the use of unacknowledged materials in the preparation of assignments.”

Upon deliberation, the Committee unanimously **voted to GRANT your appeal**, and vacate the Letter of Agreement of April 26. The Committee determined citations in the work to be poorly executed, but without intent to improperly acknowledge source material or claim ideas or words as your own, such that a formal charge of plagiarism as strictly defined was not supported. The Committee encourages the instructor to afford you an opportunity to avail yourself of available re-write credit provided under the class policies described in the course syllabus to address the concerns of the instructor identified in the assignment at issue. The Committee also encourages you to use the free resources of the Writing Center in Griffin Hall 107 to help you to avoid potential issues with academic honesty in the future.

If you have any questions concerning this matter, please contact me.

Respectfully submitted,

Dr. William L. Ferguson, Chair
Student Discipline Appeals Committee

C: Discipline Folder
Student's Folder
Dr. E. Laurel Ryan, ENGL