Information for faculty members regarding Honor Council procedures

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Can I discuss a suspected breach of the Honor Code with my colleagues? What about a case I’m involved in?

If you suspect a possible violation: You’re always welcome to consult with colleagues if you suspect a violation and want another opinion. We ask that you conceal the student’s identity as much as possible, perhaps by covering up their name on an exam, or emailing your colleague only particular parts of an assignment.

If you’re involved in a trial: If you are a new faculty member or a visiting professor, you are welcome to bring a colleague to trial meetings as a support person, to help guide you through the process and as someone you can talk with openly outside of trial meetings. If you want to tell your colleagues that you are involved in a case (particularly if they were aware of your suspicions beforehand), you’re welcome to do so - again, please try not to reveal the identity of any students involved.

Essentially, the goal with all of this is simply to protect the identity of students, who may take your colleagues’ classes in the future and who in general probably don’t want people to know that they violated the Honor Code!

How do trials work for confronting professors?

Once you are in contact with Honor Council about a potential violation, we ask you to send us a written statement explaining what you think happened and the steps that have been taken since then. If the case is sent to trial, you only need to attend one meeting, which typically takes about an hour. If you can choose not to attend the other two meetings, we will email you to ask a few questions, and we may also email you with informational questions during the trial.

Low time estimate: 10 minutes (statement) + 1 hour (one meeting) + 20 minutes (emails) = < 2 hours

Average time estimate: 1 hour (statement) + 3 hours (2-3 meetings) + 1 hour (emails) = ~ 5 hours

However, there can also be an emotional burden and time commitment that comes with being on a trial, which is more difficult to estimate.
Who gets to decide a student’s grade in a class?

That decision is entirely up to you as the professor. While the jury for a trial may make a recommendation as to the student’s grade on an assignment or in the class, this is only a recommendation and is not binding. While of course we would love for you to proceed with our decision, this is completely your call.

What if I am unhappy with the results of a trial?

All parties in a trial have the opportunity to appeal the resolutions to the President of the College within 5 days of the final decision. If you are involved in a trial, the chair will give you more details on how this works.

How much will a student’s work be affected if they are currently serving on a trial?

For students who are serving as jurors on a trial, there is typically a 10-12 hour time commitment, especially in the evenings when many students do their school work. We tell students that it is okay to ask for extensions on work because of being on a trial. How you address a request for an extension is of course up to you, but we ask you to please try to be accommodating, as we need students to keep volunteering to be jurors!

Where can I find more information?

Our website (honorcouncil.haverford.edu) is a great resource, and has a section with resources specifically for faculty. We are also very responsive to email (code@haverford.edu), and would love to meet with you in person!
Flowchart for faculty

You are suspicious that something may have happened

Look a bit deeper (this is optional): you can talk to colleagues (without revealing names), google portions of text, etc.

“Confront” the student:
- Conversation with the goal of reaching a mutual understanding about how you are moving forward (whether you are satisfied there is no issue, or whether you are going to involve Council)
- Make sure you are clear what it is you are suspicious about
- Ideally in person, though students may be scared
- Not public

Are you still at all suspicious that a violation took place?

Yes

Please ask the student to contact Honor Council, who will then reach out to you. If you do not hear from Council within 7 days, please contact us yourself!

No

You’re done! Please make sure the student knows you’re no longer suspicious.