HONOR COMMITTEE MEETING  
MARCH 3, 2013

I. ROLL CALL

II. COMMUNITY CONCERNS  
A. Elliot Oakley from the Student Honor Caucus—Thank you to the Committee and an offer to serve a productive role in engaging with Honor and leaders on grounds these next few weeks

III. OFFICER REPORTS  
A. Anne Russell Gregory—Vice Chair for Community Relations, CLAS  
   a. Working with Hoos Pantry to order an Honor plaque  
   b. Old Committee to send a welcome email to new Committee members  
B. Mary Kidd—Vice Chair for Education, CLAS  
   a. Exec will be working together this week to plan either a Roundtable event similar to the one held in September or a town hall forum to discuss the Informed Retraction and the changes to our system  
   b. Julie Roa reached out to Mary this week to discuss a possible engagement event with the Latino Student Alliance to discuss the new changes  
C. Lindsey Tumperi—Vice Chair for Investigations, CLAS  
   a. 3 active investigations  
   b. 2 Investigation panels held this past week  
D. Clifton Bumgardner—Vice Chair for Trials, SEAS  
   a. 1 upcoming trial scheduled April 6th—first trial under new Committee  
E. Stephen Nash—Chair, CLAS  
   a. Nearly 41% of students voted this past election—very high turnout compared to past years  
   b. Continued engagement and dialogue as to how to address system’s issues these next few weeks and in the future  
   c. Expanding the Diversity Advisory Board this semester  
   d. Another engagement event—Roundtable discussion with a similar panel this semester

IV. OLD BUSINESS  
A. Temporary and Interim Informed Retraction Procedures—Stephen Nash, CLAS  
   a. To take place immediately  
   b. Twofold reason to implement a “Temporary and Interim Informed Retraction Procedure:”  
      i. Same by-laws and procedures that this Committee feels presents the best version of the Informed Retraction  
      ii. This Informed Retraction was created with Jury Reform in mind—dual conversation to be had with old and new Committee—our reasoning for proceeding with this version of the Informed Retraction  
   c. Decision to have these procedures adopted on or before May 1st: Having these procedures as temporary and interim allows dialogue and continuity between the old and new Committees. It leaves it open and up to the new Committee to
decide which direction they would like to take this. Additionally, it provides a set of procedures to follow immediately if a student is to be reported

B. Policies and Procedures—Justin Pierce, CLAS
   a. Met this evening with a mix of Committee members and support officers. This Informed Retraction presents the best by-law language moving forward. While Jury Reform and IR make sense together in our system, they don’t necessarily affect the implementation of each other, and therefore it does not harm the system as it will currently run
   
C. By a vote of 24-0, these procedures will go into effect immediately

V. CLOSED SESSION
Interim Informed Retraction: For cases reported after March 3, 2013

A. Informed Retraction

1. Interim Informed Retraction

The following By-laws regarding the Informed Retraction and any contingent definitions, sections, or related procedures passed in conjunction with such By-laws shall be considered interim and temporary. The Honor Committee shall adopt By-laws implementing permanent procedures that conform to the Informed Retraction guaranteed in the Honor Committee Constitution on or before May 1, 2013.

Purpose: Subject to the terms and conditions of these By-laws, the Honor System permits a student to atone for his or her mistakes by submitting an Informed Retraction (an “IR”). In contrast to a Conscientious Retraction, an Informed Retraction may be submitted by a student who is the subject of an Honor Report. The IR is predicated on a student taking responsibility for the commission of an Honor Offense and making amends therefor, both by admitting such Honor Offense to all affected parties and by taking a leave of absence from the University community, all as more specifically set forth below. A student who submits an IR agrees, implicitly, to recommit him- or herself to the Community of Trust and, accordingly, not to commit any further Act of Lying, Cheating or Stealing. The IR must be submitted in the form and within the time periods specified below, in the reasonable discretion of the Honor Committee, in order to result in the dismissal of Honor proceedings.

2. IR Form; Method and Deadline for Submission; Notice Letter. In order to provide consistency and clarity in the IR process, the Honor Committee requires students wishing to file an IR to complete and submit an Informed Retraction Form (the “IR Form”). A template of the IR Form can be viewed through the website of the Honor Committee at [link]. The completed IR Form must be submitted to the Vice Chair for Investigations within seven (7) days of receiving the Notice Letter (the “IR Period”). The Notice Letter shall be provided to the student by his or her Advisor at their first meeting. The student shall be deemed to have received the Notice Letter (a) on the date that it is delivered to the student, in person, by an Honor Advisor, or (b) on the date that it is delivered, via email, to the student’s official University email address, whichever shall first occur. For purposes of these By-laws, the “Notice Letter” shall mean the letter, addressed to the student, which letter (a) sets forth a general description of the Act which is the subject of an Honor Report, (b) includes the IR Information (as hereinafter defined), which shall be provided as an attachment to the Notice Letter, (c) describes, in general, the investigation and trial procedures of the Honor Committee, and (d) outlines the opportunity and conditions for submitting an IR. A template of the Notice Letter can be viewed through the website of the Honor Committee at [link]. The “IR Information” shall mean, collectively, a copy of the initial interview with the Reporter or other primary witness, together with any other relevant documents in possession of the Honor Committee at the time the Notice Letter is delivered.

3. Sufficiency of the Submitted IR. The decision whether a submitted IR meets all of the criteria of these By-laws, sufficient to result in the dismissal of the Honor Report in question, is within the sole, reasonable discretion of the Vice Chair for Investigations and the Vice Chair for Trials (or, if either of such Vice Chairs is unavailable or unable to participate, by reason of familiarity with the parties in question or for any other reason, the other Honor Committee member or
members designated for such purpose by the Honor Chair; such Vice Chairs and/or any such designee(s) are hereinafter referred to, in this Section III.B, as the “Vice Chairs”). The Vice Chairs may accept or reject any IR submission or, in their sole reasonable discretion, return the IR Form to the submitting student for additions, modifications and/or clarifications. The decision of the Vice Chairs is final. A submitted IR that has been accepted as sufficient, pursuant to these procedures, is hereinafter referred to as an “accepted” IR.

4. The Cornerstones of the IR: Taking Responsibility and Making Amends. The cornerstones of the Informed Retraction are the decisions by the submitting student to take responsibility for his or her alleged Honor Offense and to make amends therefor, both by admitting such alleged Honor Offense to all affected parties and by taking a leave of absence from the University community.


i. Admission of the Act. In accordance with the requirements of the IR Form, a student wishing to submit an IR must admit the commission of the underlying Act to all third parties directly affected thereby. Such third parties might include, in particular cases, the applicable course professor(s), teaching assistant(s), other students, merchants and/or landlords.

ii. Other Amends. In accordance with the requirements of the IR Form, a student wishing to submit an IR also must agree to comply with any corrections or amends imposed by relevant third parties, according to the guidelines set forth in Section III.A.2.C relating to Conscientious Retractions.

iii. Acknowledgement by Third Parties. Pursuant to the IR Form, the submitting student shall provide the names and titles, if applicable, of third parties directly affected by the alleged Honor Offense and shall obtain the signatures of each of such parties acknowledging the student’s admission of the underlying Act. The Vice Chairs may, in their sole, reasonable discretion, require the student to add other directly-affected third parties to this list. In cases where the student fails to obtain such signature(s), the sufficiency of the submitted IR shall be in the sole, reasonable discretion of the Vice Chairs.

b) Making Amends to the Community of Trust: The Honor Leave of Absence.

i. Honor Leave of Absence. In order to make amends to the Community of Trust, a student wishing to file an IR must agree to leave the University for two full academic semesters, commencing at the beginning of the fall or spring semester immediately following the date of acceptance of the IR (the “Honor Leave of Absence”). Summer sessions and January
terms are excluded from the Honor Leave of Absence. The Honor Leave of Absence must be completed over two, sequential academic semesters; i.e., the Honor Leave of Absence may not be interrupted by any period of re-enrollment. The Honor Leave of Absence shall commence in the same manner and at the same time for students at any stage of their academic careers, graduate or undergraduate, first-year or fourth-year, regardless of the amount of coursework or number of credits still required for graduation.

ii. Course Requirements and Grades. Upon the submission of an IR, the Vice Chairs will inform the Reporter that an IR has been submitted. All questions of grading, course requirements and course credit shall remain in the exclusive discretion of the applicable professor, school and/or department. In other words, notwithstanding the submission and acceptance of an IR, the Honor Committee has no authority or jurisdiction of any kind with respect to decisions about grades, coursework or course credit.

iii. Leave of Absence Procedures; Re-enrollment Upon Completion of Leave of Absence. The administration of the Honor Leave of Absence, including all financial matters and all questions of registration status, scholarship status, and status within the school or department in question, shall be in accordance with the guidelines of the applicable school or department with respect to a regular academic suspension. Once the Honor Leave of Absence has been completed, all matters relating to re-enrollment and academic status shall reside exclusively with University and the school or department in question.

iv. Transcript Notations. Upon the submission of an IR, the Honor Chair will immediately notify the University Registrar to place a notation on the student’s transcript in accordance with existing University of Virginia Registrar policies and procedures. Such notation shall remain, assuming that the submitted IR is accepted, until the commencement of the Honor Leave of Absence. Upon the commencement of the Honor Leave of Absence, the student’s transcript will bear a separate notation indicating the Leave of Absence. Such notation will be removed at the completion of such Honor Leave of Absence.

5. Multiple Concurrent Honor Offenses. If a student is concurrently reported for multiple Honor Offenses that result from the same single nexus of events or in which the facts surrounding such alleged Honor Offenses are inextricably linked, in the sole, reasonable discretion of the Vice Chairs, the student may submit an IR covering all such alleged Honor Offenses. If a student is concurrently reported for multiple Honor Offenses that do not meet either or both of the foregoing criteria, in the sole, reasonable discretion of the Vice Chairs, the student may not submit an IR covering all such alleged Honor Offenses.
6. Limitation on Number of Informed Retractions. Because a student who submits an IR agrees, implicitly, to recommit him- or herself to the Community of Trust and, accordingly, not commit another Act of Lying, Cheating or Stealing following submission of the IR, each student shall have the opportunity to have a single IR accepted during the entirety of his or her time at the University. Accordingly, if a student successfully submits an IR (i.e., if such submission is accepted), any attempt by such student to submit a subsequent IR shall be rejected.

7. Submission of IR by Degree Candidates; Submission of IR by University Graduates. If a student wishes to submit an IR in the year in which the student would otherwise graduate, he or she must submit a signed and completed IR Form to the Vice Chair for Investigations not later than the Wednesday before Final Exercises (or four (4) days before the applicable degree-conferral date in any semester other than the spring), or within the IR Period, whichever is sooner. After that date, an IR will not be accepted. Upon such submission, and the acceptance of such IR by the Vice Chairs, the student's degree shall be held for two full academic semesters. If the student does not have the necessary credit to graduate, the student may submit an IR and take an Honor Leave of Absence, as described above. A student who has graduated from the University may, subject to the provisions of these By-laws, submit an IR which, as a condition of acceptance, shall require such graduate to surrender his or her degree during the Honor Leave of Absence period, and cause the date of degree-conferral to reflect such surrender, in accordance with the procedures of the University Registrar.

8. Students Ineligible to Submit an IR. The following students are not eligible to submit an IR:

   a) Students subject to an Honor Report relating to an Act or Acts committed while participating in the Semester at Sea program (which Report shall be governed exclusively by the procedures set forth in the Semester at Sea Voyager’s Handbook);

   b) Students who have previously submitted an IR that was accepted.

9. Interaction with Request for Hearing on CMD. If a reported student elects to request a Hearing on CMD prior to the expiration of the IR Period, and if such Hearing on CMD is denied or such Hearing on CMD is granted but there is no finding of CMD, then such student may request an extension of the IR Period in which to subsequently submit an IR, such extended period to commence on the date such student receives notice of the outcome of the CMD process and continuing for seven (7) days thereafter. Following the expiration of such seven-(7-) day extension, the IR Period shall expire.

10. Honor Committee Records of IRs. The Honor Committee shall retain a confidential record of each accepted IR.

11. Honor Chair as Tie-Breaker. If the Vice Chairs are unable to agree on any decision relating to an IR, the decision of the Honor Chair shall prevail.