



UNIVERSITY OF MARYLAND

2130 Mitchell Building
College Park, Maryland 20742-5241
301.405.9363 TEL 301.314.9896 FAX
www.ugst.umd.edu

OFFICE OF THE ASSOCIATE PROVOST FOR ACADEMIC AFFAIRS
AND DEAN FOR UNDERGRADUATE STUDIES

December 7, 2010

To: Larry Davis, Jeffrey Hollingsworth, John Zacker, Andrea Goodwin, and James Newton

From: Donna Hamilton

Thank you for meeting on December 4, 2010, in regard to the questions raised recently by Jeffrey Hollingsworth about some situations in which CMSC students are not found responsible for plagiarism. Our detailed discussion yielded the following agreement about next steps.

1. Larry Davis will invite all of us to attend a meeting with CMSC faculty in Spring 2011, so that John Zacker and Andrea Goodwin can discuss these issues with them.
2. John Zacker will request that the Senate Committee on Student Conduct generate a survey to determine faculty satisfaction with Student Conduct Office and the Honor Board. The questions proposed for the survey and the results of the survey will be shared with those of us who met yesterday.
3. We will reserve judgment on the matter of whether to press for a process wherein faculty could appeal a "not responsible" decision until these first two steps have been completed.
4. There was agreement that effort should be made by the office of Student Conduct and by departments to raise the level of faculty preparation for presenting cases appropriately. Training of Community Advocates might also be improved.
5. Faculty need to be instructed to bring forward any aggravating factors, preferably at the time the case is sent to the Honor Board.

Thank you again for the meeting. I look forward to supporting your efforts to clarify and improve procedures.

Sincerely,

A handwritten signature in cursive script that reads "Donna B. Hamilton".

Donna B. Hamilton
Professor English
Associate Provost and Dean for Undergraduate Studies