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November 18, 1993

Dr. Ronald Dear, Chair
Faculty Senate
AD-20

Dear Ron:

Executive Order No. 61, the University's Procedural Guidelines for Addressing Allegations of Scientific and Scholarly Misconduct, was last revised by action dated December 20, 1991. The University's overall policy has been in place now for a number of years. The deans have discussed their experience in administering this policy and have recommended some minor adjustments to the policy.

In this regard, I enclose a draft revision of these procedural guidelines for review and discussion by the appropriate Faculty Senate Council. The primary difference is the creation of a centralized office in the Graduate School (Office of Scholarly Integrity) which will be responsible for assisting the deans in these very delicate processes. Under the revised procedure, it would be the responsibility of the Office of Scientific Integrity to do the initial inquiry in consultation with the deans and to provide staff support for the ad hoc committee appointed by the dean, should the matter get to an investigation. Otherwise, the procedural steps are the same and remain consistent with the requirements of both the National Science Foundation and Public Health Service under the federal regulations requiring institutions to address allegations of scientific misconduct.

Also attached is a flow chart which describes the process as proposed. This may assist you in walking through this material.

Vice Provost Olswang is quite familiar with the requirements of federal law and the institutional process. Since he sits as an *ex officio* member of the Faculty Council on Faculty Affairs, which has reviewed the prior policy, he will continue to make himself available as a resource in this matter.

Sincerely,



G. Wayne Clough
Provost

GWC:ghf
Enclosure

cc: Dr. William P. Gerberding
Dr. Carol M. Eastman
Dr. Dale E. Johnson
Dr. Steven G. Olswang
Board of Deans

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