

Academic Misconduct Panel member of the Academic Misconduct Panel is key in supporting the University to uphold the academic standard of its awards.

The main purpose of a Panel member is to support the Chair in discussion and decision making to ensure that the University considers all cases of academic misconduct referred to the Panel in accordance with the regulations.

#### KEY RESPONSIBILITIES:

1. Attend annual regulatory briefing organised by Academic Regulations
2. Liaise with the secretary of the Panel Academic Misconduct ([academicmisconduct@sussex.ac.uk](mailto:academicmisconduct@sussex.ac.uk)) regarding your dates of availability. This will typically

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be around assessment cycles.

3. Review the evidence files in advance of the Panel.
4. Attend the Panel as a member and contribute to discussion and decision making to support the Chair.
5. Supporting the Chair, using academic judgement to determine outcomes and penalties where discretion is permitted
6. Act as a member on a Working Group, as required.
7. Attend training courses or events as requested.
8. Inform Academic Regulations in cases where someone else is covering the role, for example, for a period of research leave.