



ACADEMIC OVERSIGHT COMMITTEE

1. Purpose

The Academic Oversight Committee (AOC) is responsible for applying the program's academic standards and regulations. The committee reviews cases where students violate academic or conduct policies, including unsatisfactory academic performance, academic integrity, or unprofessional behavior. The AOC is also responsible for determining remedial actions for academic performance issues and implementing disciplinary actions when necessary.

The AOC should consult with college and university-level offices for additional support and guidance in dealing with complex or serious cases. In certain situations, with consultation from the Deans and Associate Deans of the Colleges, the AOC can refer cases to a hearing committee made up of additional Weill and Johnson faculty members to ensure a thorough review and resolution.

2. Committee members

The AOC is comprised of two faculty members from Johnson and two faculty members from Weill. Ad hoc members also include the program leadership team, with representation from both Weill and Johnson.

3. Academic and conduct policy violations

Students are expected to uphold the high level of academic integrity and ethical standards present within the Johnson and Weill communities. This includes adherence to the standards outlined in Cornell University Code of Conduct, the Johnson Honor Code and Weill Cornell Code of Legislation. Conduct that violates these standards could lead to disciplinary action by the AOC. Some examples are included below:

- a. Individual course performance
 - i. If a student is struggling with an individual course, the program team works collaboratively with the student and faculty to identify challenges and provide additional resources, such as tutoring
 - ii. If a student is struggling in a course due to personal, professional, and medical circumstances, a faculty may consider offering an Incomplete grade, with a plan for completion in an extended timeline.
 - iii. If a student fails a course, the Program Director will present the case to the AOC. The committee will determine a plan for remediation. This could include options such as retaking the course in another program or finding alternatives within or outside Cornell.
- b. GPA below 3.0
 - i. First semester violation— If a student's GPA is below a 3.0 at the end of the first semester, a warning conversation with the Program Director is held. The Program Director will discuss the student's circumstances and provide resources to improve academic performance by the end of the second semester

- ii. Second semester violation— If the student’s GPA remains below 3.0 at the end of the following semester, the case will be escalated to the AOC to determine a plan for remediation. The student will be placed on academic probation. Subsequent failure to bring the GPA above 3.0 after this point may result in dismissal from the program.
- c. Academic dishonesty
 - i. In cases of academic dishonesty, the issue will initially be addressed between the student and the course director. The course director will attempt to resolve the matter directly with the student, providing an opportunity for discussion, clarification, and potential consequence (i.e. grade penalty, failing grade).
 - ii. If the issue persists or remains unresolved after the initial attempt, the matter will be escalated to the AOC. The AOC will conduct a further review and determine appropriate actions, which could include additional disciplinary measures, i.e. academic probation or dismissal
- d. Learning Teams
 - i. Students are required to engage effectively and supportively within their learning team.
 - ii. If there are issues with a student’s performance or conduct within a team, the program leadership team will collaborate with Team Coaching to resolve the issue. This includes requiring a student to work independently or on a team of 1. If the issue persists, the case may be escalated to the AOC.
- e. Unprofessional conduct
 - i. If a complaint is brought against a student relating to unprofessional conduct (bias, harassment, etc.), the program leadership team will have a warning conversation with the student. The program leadership will share resources for reporting to university-level offices as appropriate.
 - ii. If the conduct persists, the program leadership team will escalate to the AOC.

4. AOC academic performance review process

When a student violates academic regulations, they are considered to be in “academic jeopardy.” The AOC review process is as follows:

- a. The student is informed by the AOC about the violation of academic standards and regulations.
- b. The AOC holds an initial meeting to discuss potential actions. A proposed course of action is developed.
- c. The AOC sends a letter to the student outlining the violation and contemplated actions. The student has the right to request a hearing and can bring a witness or a faculty advisor. The student may choose to submit written material instead of attending the meeting. The student must respond within a specified time (e.g., three weeks). If the student does not respond, they waive their right to a hearing, and the AOC will proceed with the decision.
- d. After the hearing or receipt of written submissions, the AOC will decide on one of the following actions:
 - i. Approve the course of action, terms and conditions set out in the letter.
 - ii. Specify conditions under which the student is permitted to continue in the Program.
 - iii. Take formal action to dismiss the student from the Program, ending the student’s registration at both institutions. This action is taken when the AOC deems the student incapable of satisfactory completion of the program requirements.