

# Constitution

## **CONSTITUTION OF THE VANDERBILT UNIVERSITY OWEN GRADUATE SCHOOL OF MANAGEMENT HONOR COUNCIL** (Adopted by the Owen Student Body, February 21, 2017; introductory sentences to first paragraph added on July 18, 2017)

Vanderbilt's statement of its honor code is intended to continue the tradition of preserving and promoting academic integrity. The honor code statement reads as follows. Vanderbilt University students pursue all academic endeavors with integrity. They conduct themselves honorably, professionally, and respectfully in all realms of their studies in order to promote and secure an atmosphere of dignity and trust. The keystone of the honor system is self-regulation, which requires cooperation and support from each member of the University community.

All academic work at Owen Graduate School of Management (OGSM) is conducted under the OGSM Honor Code. For the successful operation of the honor system, the cooperation of the entire Owen community is essential. It is the duty of each member of the student body to show appreciation of the trust placed in them under this system, not alone by their own conduct, but by their insistence on the absolute honesty of others their class. It should be a point of honor among the various classes to hold their members to the standard of the University and Owen, and all students must be ready to undertake one of the following two actions as described in the Bylaws immediately without discrimination: report the incident to the OGSM Honor Council or report the incident to the instructor of the course. Failure to report suspicion of an Honor Code violation is itself a violation of the OGSM Honor Code. For the purpose of encouraging honesty and investigating cases of alleged dishonesty on the part of the students, the OGSM Honor Council is established with the following Constitution.

### **ARTICE I**

#### **Terminology**

The following terms are defined. Other relevant terms are defined in, and governed by, the Bylaws.

**General Member:** An individual who is a member in good standing of the OGSM Honor Council but is not elected as the Chair or Vice Chair of the OGSM Honor Council.

**Majority:** More than half of the body. For example, in the case of a body with 10 members a majority is 6 members; in the case of a body with 9 members a majority is 5 members.

**Officer:** An individual who is a member in good standing of the OGSM Honor Council and holds the title of Chair or Vice Chair.

## **ARTICLE II**

### **Name**

The name of the council shall be the Owen Graduate School of Management Honor Council. It shall hereinafter be referred to as the OGSM Honor Council.

## **ARTICLE III**

### **Purpose**

The OGSM Honor Council is an organization of students that seeks to preserve the integrity of the Honor Code at Vanderbilt University. It aims to secure justice for any student under suspicion of dishonesty, to vindicate those innocent, and, if guilty, to protect the honor and standing of the remaining students by punishing the guilty as set forth in the Bylaws. It proposes to do this in accordance with the procedures, rules, and organization hereinafter set forth.

## **ARTICLE IV**

### **Scope**

The Honor Council shall take cognizance of the giving or receiving of aid by any student without the knowledge or consent of the instructor concerned. This applies to all tests, themes, term papers, and examinations, and to any other work, including that completed online, unless specifically designated by an instructor not to be under the Honor Code.

## **ARTICLE V**

### **Jurisdiction**

The OGSM Honor Council shall have jurisdiction with regard to academic affairs over all students participating in courses and activities, including those that involve, in whole or in part, online learning, offered by the Owen Graduate School of Management. This jurisdiction includes, but is not limited to, the Master of Business Administration (MBA), Master of Accountancy (MAcc), Master of Science in Finance (MSF), and Master of Marketing (MMark) programs. Students whose major registration is in another school of the University shall also be under the jurisdiction of the OGSM Honor Code with respect to suspected violations of the OGSM Honor Code.

The Executive MBA (EMBA) Program Committee and the Healthcare Program Committee are responsible for addressing any suspected violations within the EMBA and MMHC programs, respectively. The EMBA and Healthcare Program Committees may refer a case to the OGSM Honor Council at their discretion.

## **ARTICLE VI**

### **General Membership**

The Owen Graduate School of Management (OGSM) Honor Council is responsible for the enforcement of the OGSM Honor Code. The Honor Council consists of the following seventeen (17) elected student representatives:

- Seven (7) representatives from the second year MBA class,
- Seven (7) representatives from the first year MBA class,
- One (1) representative from the MAcc program,
- One (1) representative from the MSF program, and
- One (1) representative from the MMark program.

The OGSM Honor Council may be expanded to include an additional representative from any newly created program until such time as the Constitution can be amended and voted on by the student body to include that addition in this Constitution. The number of representatives from the MAcc, MSF, and MMark class may be increased should the enrollment in one of those programs exceed 50 students. For example, if the MAcc program enrollment were to increase to 51 then the MAcc program would have two (2) representatives on the Honor Council in that year. If the enrollment were to drop below 50 students in the next year then the number of MAcc representatives on the Honor Council would revert to one (1) representative in the subsequent year. Such procedure shall apply to the MSF, MMark, and any newly created program.

## **ARTICLE VII**

### **General Elections**

The **general members** of the OGSM Honor Council are elected as follows:

- Before class 14 of mod 1, the first year MBA class will elect seven (7) representatives and the MSF, MAcc, and MMark programs will each elect one (1), or the designated number as determined in this Constitution, representative(s) to serve in the current academic year.
- Before class 14 of mod 3, the rising second year MBA class will elect seven (7) representatives to serve during the following academic year. The current first year representatives will continue to serve for the remainder of the current academic year.

## **Article VIII**

### **Officer Membership**

The OGSM Honor Council has two officers who are elected as described in Article IX. Officer titles and duties are as follows.

- **Chair.** This individual calls and presides over all meetings of the Honor Council, arranges for hearings of the Accused and performs other such duties as are common to this office. The Chair will also be the primary point of contact for answering questions posed by students, staff, or faculty regarding the OGSM Honor Code.

- Vice Chair. This individual serves as Chair when the Chair is unable to serve and shall exercise the duties of that office. The Vice Chair shall assist the Chair in the performance of the Chair's duties.

## **Article IX**

### **Officer Elections**

In the first week of mod IV, the outgoing second year and rising second year representatives will elect, by simple majority vote, the Chair and Vice Chair from among the newly elected rising second year members of the OGSM Honor Council.

## **ARTICLE X**

### **Good Standing**

Members of the OGSM Honor Council must maintain a 3.0 cumulative GPA or they will be removed from the OGSM Honor Council at the end of the mod in which the cumulative GPA falls below 3.0.

Members of the OGSM Honor Council convicted of an OGSM Honor Code violation will be immediately removed from the OGSM Honor Council.

## **ARTICLE XI**

### **General Member or Officer Vacancy**

In the case of any vacancy, the OGSM Honor Council will select a successor who shall serve for the remainder of the prior representative's term. If the Chair is temporarily unavailable for a hearing, the Vice-Chair will be provisionally elevated to the Chair position and a member of the Honor Council will be provisionally elevated to the Vice-Chair position. Election is by simple majority vote of the OGSM Honor Council.

## **ARTICLE XII**

### **Meetings**

Regular meetings of the Honor Council shall be held at the discretion of the Chair or the Chair's designate. It shall be the duty of each Honor Council member to attend all meetings and hearings as requested. Members missing more than two meetings will be required to meet with the Chair to discuss their commitment to the Council.

## **ARTICLE XIII**

### **Quorum**

Two-thirds of the members then serving shall constitute a quorum of the Honor Council, except in case of a Hearing, when seven voting student members and the Administrative Representative shall constitute a quorum.

## **ARTICLE XIV**

### **Hearing**

- Alleged violations of the OGSM Honor Code are resolved through a hearing process as further outlined in the OGSM Bylaws.
- No one shall be competent to sit on the Honor Council if he or she is related by blood or marriage to an accused or has some other conflict of interest with the Accused or another party. The Honor Council may, by a majority vote, declare that a member has a conflict of interest and excuse them from the case.
- All cases shall be heard privately.
- A seven-member Hearing Panel and the Administrative Representative will hear the evidence in the case.
- In case of a Hearing, the verdict shall be “guilty” or “not guilty,” a majority of the seven votes shall be necessary to convict the accused. The presiding officer must vote in all decisions. Written notice of the decision will be sent to the accused, the accuser, the academic programs officer of the school in which the Accused is enrolled, the University registrar, the instructor concerned (in cases in which the accuser is not the instructor), and other relevant University personnel.
- All business conducted during, or related to, investigations, hearings, business meetings, retreats, and other official Honor Council functions shall be held in strictest confidence among the members of the Honor Council. In addition, all information concerning investigations and hearings shall be so held by the individual members of the Honor Council then present; they may not discuss this information with other persons, including other Honor Council members who are not on that particular case. However, information that is of a nonconfidential nature or is otherwise not protected by relevant laws or policies may be made available by the Honor Council to the student body.

## **ARTICLE XV**

### **Impeachment**

The Honor Council shall have the power to impeach, suspend, or otherwise discipline its members as prescribed in the Bylaws.

## **ARTICLE XVI**

### **Awareness**

Each new student entering the University will be informed by the Honor Council as to the functions of the honor system and student obligations to the Honor Code and will be provided with a copy of the Constitution and Bylaws of the Honor Council on request and will be bound by the honor system upon registration.

## **ARTICLE XVII**

### **Amendments**

Amendments to this constitution shall require for their adoption the approval of two-thirds of the total membership of the OGSM Honor Council and ratification by a majority of the student body who vote for or against the amendments. Abstentions, blank ballots, and mismarked ballots are excluded in determining whether the majority threshold has been achieved.