

Members of the Honor Board,

Introduce yourself:

Name and department.

Introduce the class and submitted work in question:

Course title and degree of difficulty, total number of students in the class, your experience teaching that class, assignment prompt, grade breakdown, etc.

Describe the confrontation and the conversation that followed:

How was the matter brought up? What did you discuss? What was your student's response/reaction? What was your response/reaction?

Your view on the situation:

Tell us your story: What happened surrounding the incident? What would you like the Honor Board to know? Where was there miscommunication? What did you not have the opportunity to explain to the other party that you would like to now?

Reflection:

What do you think is the best way to resolve this issue? What would you like to see come out of this hearing? What do you consider the appropriate steps in restoring community trust?

Sincerely,

Date submitted.

We would greatly appreciate if you kept in mind the following notes when submitting your statements:

* Please create the statement as a separate attachment—either as PDF or a Word doc— and please have your last name included in the file name.

*Make a note of your general availability over the course of the week

*Let the Head of the Honor Board know whether you have any conflicts of interest with any current members of the Honor Board (current members of the Honor Board can be found at <http://sga.blogs.brynmawr.edu/honor-board/>).

*Attach any relevant materials to this statement that you feel would help in sharing your story (emails, notes, exam/assignment in question, class syllabus, assignment rubric or prompt, etc.)