

The Honor Code

The Honor System

The Honor Code was founded by the students of the Class of 1963, revised during the 2014-2015 academic year, and is based on the principle that responsibility for ethical conduct rests with the student. This system depends upon the personal integrity of each student and upon all students working together to ensure that it is effective. The Student Administrative Board for the Honor Code, composed of two representatives from each class, deals with problems relating to student conduct. This board receives information concerning misconduct and breaches of the Honor Code, reviews the information and reaches a decision. When appropriate, the Student Administrative Board may recommend disciplinary action.

Honor Code of the Cornell University College of Veterinary Medicine

The Honor System is a highly prized way of life to be zealously guarded. It is an educational asset to the core curriculum that strengthens the quality of veterinarian graduating from Cornell by providing an opportunity for students to learn to govern themselves with honor and personal integrity. Honesty and integrity are essential to building successful relationships among professional colleagues and the public. Therefore, these values are foundational to our professional education.

While the College of Veterinary Medicine is part of the greater Cornell community, the unique demands of our program require a specific code of governance as an alternative to Cornell University's Code of Academic Integrity. Realizing the need for the development and the expression of moral standards of conduct, we, the students of the Cornell University College of Veterinary Medicine, do hereby avail ourselves of the inspiration afforded by this Honor Code, and submit ourselves to guidance by the precepts herein enumerated, in the hope that the habits and insights gained will enhance enduringly our performance of honorable, constructive, and satisfying service in our personal and professional lives. The following articles shall serve us in our ethical education:

Article I: Name and Purpose

Section 1- Name

1. The Cornell University College of Veterinary Medicine Honor Code.

Section 2- Purpose

1. To promote ethical and professional standards of personal conduct among students in the Cornell University College of Veterinary Medicine.
2. To instill in the student the qualities that will uphold the honor and integrity of the veterinary profession.
3. To build character through individual responsibility and worthy actions.
4. To promote better education through a spirit of friendly relations and mutual respect among students and faculty.

Article II: Application

Section 1- Audience

1. This code shall apply to all students enrolled in the Doctor of Veterinary Medicine program at the Cornell University College of Veterinary Medicine.
2. Students of the Cornell University College of Veterinary Medicine are subject to Cornell University's Code of

Academic Integrity when taking courses outside of the Cornell University College of Veterinary Medicine.

3. Students of the Cornell University College of Veterinary Medicine are subject to Cornell University's Campus Code of Conduct at all times. In the event of a conflict between provisions of this Honor Code and the Cornell University Campus Code of Conduct, the Campus Code of Conduct takes precedence over the Honor Code.

Section 2- Venue and Scope

1. This code is applicable to student conduct in all relationships and interactions connected to the educational process of the Doctor of Veterinary Medicine program at Cornell University College of Veterinary Medicine,
2. Students are expected to maintain the highest levels of integrity and professionalism while interacting with their peers, instructors, staff, patients, clients, and members of the general public. This expectation applies in the classrooms and clinics of Cornell University College of Veterinary Medicine, during externships and other off campus educational programs, and while engaged at college-associated, community, or professional events.
3. As health professionals, our actions reflect not only on ourselves, but also on our school and the entirety of our profession. Actions that reflect negatively on either our school or our profession are regulated by the Honor Code and will be addressed in accordance with the policies outlined herein.

Article III: Rules of Conduct

Section 1- Introduction

1. As set forth in the Cornell University Code of Academic Integrity preamble:
Absolute integrity is expected of every Cornell student in all academic undertakings. Integrity entails a firm adherence to a set of values, and the values most essential to an academic community are grounded on the concept of honesty with respect to the intellectual efforts of oneself and others.
Academic integrity is expected not only in formal coursework situations, but in all University relationships and interactions connected to the educational process.
2. Professional behavior is of the utmost importance in our field. Our actions, whether public or private, can either enhance or detract from our personal and collective credibility.
3. In order for the Honor Code to ensure an ethical and professional culture, it requires students to actively participate in its implementation. Therefore students are expected to report violations of the Honor Code to the Student Representatives, as detailed in Article V.1.1.
4. Failure to maintain confidentiality of the proceedings and deliberations constitutes a violation of the Honor Code as outlined in Article VIII.2.1.
5. Fraudulent or malicious accusations of violations of this code are an abuse of the Honor System. Any attempt to misuse the Honor System to harm the reputation or advancement of others constitutes a violation of the Honor Code.

Section 2- Conduct Regarding Academic Integrity

1. Students are expected to adhere to principles of academic integrity at all times. Violations of academic integrity include, but are not limited to, behaviors described by the following examples:
 - a. Students shall not give, receive, or take aid from any source during examinations unless otherwise specified by the instructor in the syllabus.
 - b. During examination, no electronic devices may be used unless otherwise specified in the course syllabus. Electronic devices that are within plain sight during an examination will be treated as if they were accessed during the examination. Instructors may give verbal permission for the use of personal electronic devices during an examination on a case-by-case basis.
 - c. There shall be no communication between students concerning an examination either during the examination period or afterward, until all students have completed that examination.
 - d. Students shall not unjustifiably absent themselves from an examination. This extends to missing deadlines on take-home examinations or Internet-based examinations.

- e. Students are expected to work independently on all assignments, and may not consult course materials or information from previous iterations of the course unless otherwise specified by the instructor in the course syllabus.
- f. Students shall take any computer-based examinations on a Cornell University College of Veterinary Medicine-owned computer by default, unless otherwise specified by the instructor in the course syllabus.
- g. A student shall in no way misrepresent his/her work, fraudulently or unfairly advance his/her academic status, or be a party to another student's failure to maintain academic integrity. A student assumes responsibility for the content of the academic work he/she submits, including papers, examinations or laboratory reports, etc.

Section 3- Conduct Regarding Personal Property

1. Students are expected to respect the personal property of individuals and institutions. This expectation is violated by behaviors including, but not limited to, those described by the following examples:

- a. Students shall not intentionally or carelessly mark, tear, misuse, or otherwise damage any book, library item, or college equipment.
- b. Students shall not appropriate any property belonging to another individual or the College. This includes but is not limited to the unauthorized sharing of intellectual property, such as past examinations or class notes and photographs, and physical property, such as the contents of student lockers and mailboxes.
- c. Violation of the Cornell University Hospital for Animals' policy on Confidentiality of Patient and Client Information constitutes a violation of this Honor Code. Release of information concerning client owned animals, including but not limited to medical information or records, photographs, and billing information, is prohibited unless expressly authorized by the client via written permission. This applies to all living patients, cadavers, tissues, and samples.
- d. Information about university owned animals is restricted in a manner consistent with Article III.3.1.c. Statements in course syllabi can constitute written permission for the use of information concerning university owned animals, including, but not restricted to, photographs taken in laboratories.

Section 4- Conduct Regarding Professional Behavior

1. Students are expected to behave in a manner consistent with the professional standards outlined by the Principles of Veterinary Medical Ethics of the American Veterinary Medical Association. Further, the Cornell University College of Veterinary Medicine holds students to standards of Behavioral and Social Attributes outlined by the Statement of Essential Skills and Abilities in the Student Handbook. Meeting these standards of behavior is requisite for receipt of a Doctor of Veterinary Medicine at Cornell University College of Veterinary Medicine. Expectations for professional behavior include, but are not limited to, the following examples:

- a. Veterinary students shall conduct themselves in a manner consistent with the codes and laws applicable to licensing and good standing in the veterinary profession.
- b. Students shall show respect to peers, instructors, staff, and clients. The same expectation applies in the classroom and the clinic as well as to all correspondence outside of the classroom and the clinic.
- c. Students shall behave in a manner that supports an environment conducive to learning. Habitually engaging in distracting behavior detracts from the ability of others to learn.
- d. If, while representing the Cornell University College of Veterinary Medicine, students make statements reflecting their own views, they must make clear that the views expressed are their own and not the views of the Cornell University College of Veterinary Medicine.
- e. Students are expected to comply with all policies of the Cornell University College of Veterinary Medicine.

Section 5- Conduct Regarding Patients

1. A student shall not neglect or abuse animals. This extends beyond direct abuse of an animal, and includes ensuring accurate and truthful records of medical history. Dishonesty in the hospital regarding physical exam findings, procedures, and treatments may cause an animal harm and will be considered as neglect and/or abuse.

Article IV: Organization

Section 1- Membership of the Student Administrative Board

1. The Student Administrative Board shall be composed of eight voting members, consisting of two representatives from each class.

- a. After the graduation of the current fourth-year Representatives and prior to the election of the new first-year Representatives, the Student Administrative Board can fully operate with six Representatives.

2. The internal hierarchy is as follows and shall be implemented by the board members. The duties described below may alternate between representatives from the respective class; ideally a single representative should carry out the responsibility throughout the duration of a particular case.

- a. One fourth-year Student Representative serves as a liaison to be present upon request to the Faculty Administrative Board, except in the event of an appeal of a Student Administrative Board decision.
- b. One second-year Student Representative serves as the Chairperson. The duty of the Chairperson is to organize and run the meetings and investigations.
- c. One first-year Student Representative serves as the Secretary. The duty of the Secretary is to record the proceedings of Student Administrative Board meetings.

3. Representatives are elected to serve until graduation.

- a. It shall be the duty of the second year Representatives to organize the election of the new first-year Representatives during the first academic semester at their discretion. New Representatives shall assume their duties immediately after elections.
- b. Under the Honor Code, any student may petition the Chairperson to impeach a Representative. A successful petition includes a list of grievances followed by signatures of no less than 25% of the class of which the representative is a member. If the Chairperson is the member to be impeached, one of the two fourth-year Representatives should be petitioned instead. A member may be removed from the board by unanimous vote of the Student Administrative Board; the impeached member is not permitted to vote.
- c. Any Representative of the Student Administrative Board may petition to the Board to impeach another Representative. This matter shall be handled internally, and a unanimous vote of the Student Administrative Board is required; the impeached member is not permitted to vote.
- d. In the event that a Representative wishes to resign, they shall submit a written statement to the Student Administrative Board stating their intent.
- e. If a Representative is impeached or resigns, the remaining Representative from their class will organize an election for their replacement.

Section 2- Membership of the Faculty Administrative Board

1. The Faculty Administrative Board is an ad hoc committee assembled by the Dean or his/her designate. The Faculty Administrative Board will consider cases at the request of the Student Administrative Board as outlined in Article VI.2.4.

Section 3- Faculty Advisors to the Student Administrative Board

1. Two faculty members shall be identified by the Student Administrative Board as Faculty Advisors.

- a. Selection process of Faculty Advisors shall be left up to the Student Administrative Board.

- b. The term for a Faculty Advisor is indefinite.
- c. A Faculty Advisor may be replaced when either a faculty member wishes to step down or the Student Administrative Board wishes to replace the Faculty Advisor based on a majority vote of quorum.

2. Faculty Advisors act in an advisory capacity for the Student and Faculty Administrative Boards. The Advisors may sit as a non-voting, confidential observer at Student Administrative Board meetings and hearings. The Faculty Advisors shall advise on matters of Honor Code application, and act as a liaison between the Student and Faculty Administrative Boards, when needed. Due to the turnover of graduating Student Administrative Board members, the Faculty Advisors will provide continuity regarding the historical application of the Honor Code.

Article V: Procedure

Section 1- Reporting a Violation

1. It shall be the duty of any student or faculty member in the Cornell University College of Veterinary Medicine to report any violations regarding a student under the provisions of this Code to a Representative of the Student Administrative Board. Any violation should be reported as soon as possible. Personal contact is preferred, however electronic means of verbal communication, such as telephone calls, are acceptable.
2. Witnesses may be called upon to meet with the Student or Faculty Administrative Board as part of their investigation.
3. The anonymity of witnesses will be maintained with respect to the public and the Cornell University College of Veterinary Medicine community at large. The identity of witnesses will be shared amongst the members of the Student and Faculty Administrative Boards to facilitate the investigation.
4. The identity of a witness may be shared with other witnesses or the accused during the process of investigation outlined in Article V.3.2 if deemed necessary by the Student Administrative Board. It is imperative to a just process that attempts are made to verify testimony and identify potential bias. Circumstances may arise under which revelation of identifying information or an individual's identity is unavoidable in this process.
5. All witnesses and the accused are barred from communication relating to the incident by the requirements for confidentiality outlined in Article VIII.2.1. Initiating any such communication will constitute a violation of the Honor Code.
6. Knowingly making a fraudulent report of a violation constitutes a violation of the Honor Code as described in Article III.1.5.

Section 2- Meetings

1. It shall be the duty of the Representative to report a suspected violation to the Student Administrative Board after he/she (the Representative) has been notified. Electronic notification of an incident is acceptable as long as the message does not include details of the incident.
2. The initial description of the incident must be delivered in person by the Representative to the rest of the Student Administrative Board. Written forms of communication are not an acceptable format.
3. Meetings shall take place in the Cornell University College of Veterinary Medicine behind closed doors. Teleconferences, although discouraged, are an acceptable format to communicate with Representatives that are away from the College and can be used to make quorum.
4. It shall be the duty of the Chairman of the Student Administrative Board to call a meeting of the Board within five school days after notification. As long as every effort has been made to accomplish the initial meeting in five days, time extensions are acceptable. Exceptions include but are not limited to Winter/Summer vacation or emergencies where making quorum is impossible.

Section 3- Investigation

1. The Student Administrative Board shall have the authority to carry out investigations concerning alleged violations of the Honor Code.

2. It shall be the duty of the Student Administrative Board to interview the witnesses and accused, in separate conferences, as well as any other person brought to the attention of the Board that appears to have pertinent information, and to consider all evidence and testimony that will ensure a just decision. It is the responsibility of each class Representative to establish meeting times with individuals in their respective class. Teleconferences, although discouraged, are an acceptable format for investigations.
3. In an incident in which multiple people are accused of violations, such violations will be treated as separate cases.
4. The accused has a right to bring an advisor to the investigation. However, the advisor may not speak on behalf of the accused. This conference serves to be an academic investigation and not a legal proceeding.
5. The Student Administrative Board Secretary shall keep a written record of all interviews, proceedings, deliberations, and recommendations. These records are to be kept confidential as defined in Article VIII.1.2.
6. In the instance of repeated infractions, any accusation of an infraction beyond the first shall be confirmed by at least one additional witness other than the witness of the first infraction.

Section 4- Deliberation

1. Initial deliberation by the Student Administrative Board will focus on the identification of specific sections of the Honor Code that may have been violated by the accused. Each section of the Honor Code that is identified as relevant to the case will constitute a separate charge.
2. Prior to final deliberation, the accused will be informed of the specific violations that they are charged with. The accused is not obligated to respond to the charges but may choose to acknowledge a violation or offer any additional statements in their defense.
3. The members of the Student Administrative Board will make a final deliberation on each charge brought against the accused. They may decide either to try a charge or to dismiss it. If a charge is to be tried, Student Representatives will evaluate whether clear and convincing evidence exists that a charge constitutes a violation.
4. A charge is tried by a vote of the Student Representatives. A quorum of at least seventy-five percent of active members must be met. Six affirmative votes are required to find a violation for matters heard by an eight-member Board and five affirmative votes are required to find a violation for matters heard by a six-member Board.
5. During deliberation, past violations shall not influence the Student Administrative Board's verdict.

Article VI: Actions Following Deliberation

Section 1- Actions in the Absence of a Violation

1. If following deliberation by the Student Administrative Board, the accused is not found to have violated the Honor Code, it shall be the responsibility of the Student Administrative Board to inform the accused of their decision within twenty-four hours after the decision has been reached. The ideal method of informing the accused is through a letter personally delivered, however during special circumstances, informing the accused via electronic means is acceptable, with the consent of the accused.
2. The Student Administrative Board will inform a third-party with prior knowledge of the incident and legitimate educational interest (e.g. Course Leader, Hospital Director) that the accused has been found innocent.
3. Per University policy, faculty members may not impose grade sanctions in the event that the accused is acquitted on charges of violations of academic integrity. The Faculty Handbook states:
The evaluation of the quality of the student's work is solely up to the instructor, but the grade must not contain a punitive element for an offense against academic integrity if the student has been found innocent of this offense by a duly constituted board.
4. The matter will be dropped with all records of investigation and deliberation destroyed after forty-eight hours.

Section 2- Actions Following the Finding of a Violation

1. If, following deliberation by the Student Administrative Board, the accused is found to have violated the Honor Code, it shall be the responsibility of the Student Administrative Board to inform the accused of their decision within twenty-four hours after the decision has been reached via personally delivered letter. The letter shall contain reference to the specific portions of the Honor Code that have been violated. The ideal method of informing the accused is through a handwritten letter, however during special circumstances, informing the accused via electronic means is acceptable, with the consent of the accused.
2. If the accused is interested in discussing the matter further, at least two representatives of the Student Administrative Board will make themselves available at presentation of the decision to discuss the findings.
3. If deemed necessary, the Student Administrative Board may inform a third-party with legitimate educational interest and authority on the situation (e.g. Course Leader, Hospital Director) by unanimous vote. The accused will be informed of this disclosure in the letter described in Article VI.2.1. A Course Leader or faculty member responsible for the course in which a violation of academic integrity took place may impose grade sanctions.
4. If the Student Administrative Board feels that the violation merits punitive measure above and beyond recognition of a violation or informing a third party, they shall request the ad hoc formation of the Faculty Administrative Board. The Student Administrative Board will make their recommendations for punitive measures to the Faculty Administrative Board and deliver to them all of the proceedings regarding the case thus far. Written recommendations of the Student Administrative Board will be presented to the Faculty Administrative Board by the fourth-year Student Liaison. The accused will be informed of the referral in the letter described in Article VI.2.1.
5. Previous violations of the Honor Code may be grounds for the recommendation of additional punitive actions to the Faculty Administrative Board at the discretion of the Student Administrative Board.
6. Recommendations to the Faculty Administrative Board for punitive actions may include, but are not limited to, any combination of the following:
 - a. Grade Sanctions: Grade Sanctions are defined as alterations to a student's grade for a course, examination, or assignment. With the recommendation of a grade alteration, the Student Administrative Board, the Faculty Administrative Board, and the Course Leader shall work closely to define a just and fair grade alteration. The final decision regarding a change in a student's grade rests with the faculty member in charge of the course. In addition, after the investigation, the Course Leader may impose grade sanctions of greater or lesser severity than those recommended by the Student Administrative Board or Faculty Administrative Board as long as the punishment is not arbitrary or capricious.
 - b. Probation: Probation is defined as a strict warning whereas if a second incident of a significant severity occurs, the student shall be either suspended or expelled.
 - c. Suspension: Suspension is defined as the temporary arrest of a student's education where the student may resume their education at a future defined date.
 - d. Expulsion: Expulsion is defined as the removal of a student from the Cornell University College of Veterinary Medicine with no intent of allowing the student to return.
7. The Faculty Administrative Board shall consider the recommendations of the Student Administrative Board in their deliberations. The Faculty Administrative Board has the ability to impose probation, however, grade sanctions must be recommended to the Course Director and suspensions and expulsions to the Dean of the Cornell University College of Veterinary Medicine.

Article VII: Appeals

Section 1- Appeal of a Student Administrative Board Finding of Violation

1. It shall be the right of any student to appeal the decision of the Student Administrative Board to the Faculty Administrative Board within forty-eight hours after receiving the decision of the Student Administrative Board. In such an event, the proceedings of the Student Administrative Board shall be made available to the Faculty Administrative Board.
2. The appeal shall specify the reasons why the finding of a violation is erroneous.
3. The Faculty Administrative Board may uphold or overturn the ruling of the Student Administrative Board that a violation occurred.

4. If the ruling of a violation is overturned all Student Administrative Board recommendations for disciplinary actions related to that violation will be retracted. Any grade sanctions based on the finding of a violation will be invalidated. The Student Administrative Board will draft a letter to the accused stating that the ruling has been overturned and will destroy records of the case in accordance with Article VI.1.4.

Section 2- Appeal of a Faculty Administrative Board Finding of Violation

1. It is the right of the student who is dissatisfied with the finding of a violation by the Faculty Administrative Board to appeal to the Dean of the Cornell University College of Veterinary Medicine. In such an event, all proceedings from both the Student and Faculty Administrative Boards shall be made available to the Dean. In the absence of the Dean, the Dean may appoint a substitute to hear the case. The Dean or substitute may consult with the faculty of the Cornell University College of Veterinary Medicine as a whole.

2. The appeal shall specify the reasons why the finding of a violation is erroneous.

3. The Dean or appointed substitute may uphold or overturn the ruling of the Faculty Administrative Board that a violation occurred.

4. If the ruling of a violation is overturned all Faculty Administrative Board recommendations for disciplinary actions related to that violation will be retracted. Any grade sanctions based on the finding of a violation will be invalidated.

Section 3- Appeal of a Disciplinary Action

1. If a student wishes to appeal a disciplinary action this appeal must be made to the Dean of the College of Veterinary Medicine. In such an event, all proceedings from both the Student and Faculty Administrative Boards shall be made available to the Dean. In the absence of the Dean, the Dean may appoint a substitute to hear the case. The Dean or substitute may consult with the faculty of the Cornell University College of Veterinary Medicine as a whole.

2. The appeal shall specify the reasons why the disciplinary action is inappropriate.

3. The Dean or substitute may decline to carry out the disciplinary action, recommend that the disciplinary action be modified, or affirm the disciplinary action.

Section 4- Appeal Based Upon New Evidence

1. If substantial new evidence becomes available, the accused may appeal to the board that made the original decision. This appeal is not subject to the forty-eight hour limit specified in Article VII.1.1.

Article VIII: Records and Confidentiality

Section 1- Maintenance of Records

1. The Faculty Advisors of the Student Administrative Board will maintain copies of letters from the Student Administrative Board and Faculty Administrative Board to the accused indefinitely.

2. Records documenting the processes of investigations and deliberations by the Student Administrative Board and Faculty Administrative Board will be maintained in confidentiality until final decisions on violations and recommendations have been made, and until appeals have been resolved. Records of investigations and deliberations will then be destroyed.

Section 2- Public Announcement and Confidentiality

1. The proceedings of the Student Administrative Board and information from which an individual's identity may be elucidated are strictly confidential. Public revelation of any such information by Student Representatives, witnesses, or the accused constitutes a violation of the Honor Code.

Article IX: Notification

Section 1- Distribution

1. A copy of the Honor Code will be distributed to all incoming first year veterinary students, new students (transfers, rotations), externs/interns, and all faculty members concerned, at the beginning of each school year. This may be in either electronic or print form.

2. It shall be the duty of the Student Administrative Board to introduce the Honor Code to the entering first year students before the end of the second week of the Fall semester. It is the responsibility of all students to read and understand the Honor Code. Ignorance of the information in this code is not an excuse for violation.

Article X: Procedures for Retirement or Amendment

Section 1- Introduction

1. The Dean of Faculty of Cornell University has ultimate authority to approve deviations from the Cornell University Code of Academic Integrity. The Cornell University College of Veterinary Medicine is permitted to act under the guidance of this Honor Code in lieu of the Code of Academic Integrity by the Dean of Faculty. Therefore, any decision to retire or amend the Honor Code must be approved by the Dean of Faculty.

2. This Honor Code may be amended or retired at any time.

Section 2- Student Retirement

1. This Honor Code may be retired at any time by a petition. One-fourth of the students enrolled in the Doctor of Veterinary Medicine Program at the Cornell University College of Veterinary Medicine must sign a petition and bring that petition to the attention of the Chairperson of the Student Administrative Board. After a successful petition, a vote must ensue where two-thirds of all students in the Doctor of Veterinary Medicine Program at the Cornell University College of Veterinary Medicine vote in favor of retirement, in order for the petition to pass. This vote will be organized by the Chairperson of the Student Administrative Board.

Section 3- Faculty Retirement

1. This Honor Code may be retired at any time by a petition. One-fourth of the faculty with teaching responsibilities in the Doctor of Veterinary Medicine Program at the Cornell University College of Veterinary Medicine must sign a petition and bring that petition to the attention of both the Chairperson of the Student Administrative Board, the Faculty Advisor(s) of the Student Administrative Board, and the Dean. For the petition to pass a vote must ensue where greater than two-thirds of the faculty with teaching responsibilities in the Doctor of Veterinary Medicine Program at the Cornell University College of Veterinary Medicine vote in favor of retirement of the code. This vote will be organized by the Dean of the Cornell University College of Veterinary Medicine.

Section 4- Post Retirement

1. Once the Honor Code has been retired, the Honor Code of the Cornell University College of Veterinary Medicine would immediately be replaced by Cornell University's Code of Academic Integrity.

Section 5- Amendment

1. Any request for amendment to the Honor Code must be presented to the Student Administrative Board with a written petition signed by no less than twenty-five students operating under the Honor Code. The Student Administrative Board shall then present the petition to the entire student body for consideration, and the Chairperson shall be responsible for the voting procedure. This petition shall be presented to the student body within two weeks after the Student Administrative Board has received it. If the petition meets the approval of the student body by majority vote, it shall be forwarded to the faculty for consideration. If the petition meets the approval of the faculty by majority vote, it shall be forwarded to the Dean of Faculty. With the approval by the Dean of Faculty, the petition will become an amendment.