



**OFFICE OF THE ASSOCIATE-PROVOST
TEACHING AND LEARNING**

Memorandum

TO: Members of Academic Council

FROM: Bill Muirhead

RE: Proposed amendments to the Academic Integrity Policy

DATE: October 29, 2007

In response to the ongoing review of UOIT's Academic Integrity Policy by the *ad hoc* Academic Integrity Working Group, and recommendations coming from the Council of Ontario Universities' report, "Academic Dishonesty: A Survey of Policies and Procedures at Ontario Universities" (J. Neufeld & J. Dianda October 2007), several amendments to the policy are suggested to:

1. better align UOIT policies with other Ontario universities;
2. address processes and best practices regarding Faculty responsibilities with respect to academic misconduct; and
3. expand our definition of academic misconduct to reflect a more comprehensive understanding of the current university teaching and learning environment.

The recommended changes are attached as Appendix A.

Academic Regulation 5.15: Academic Misconduct

Current Policy	Proposed Amendments
<p>5.15 Academic conduct</p> <p>Faculty members and students share an important responsibility to maintain the integrity of the teaching and learning relationship. This relationship is characterized by honesty, fairness and mutual respect for the aims and principles of the pursuit of education. Academic misconduct impeded the activities of the university community and is punishable by appropriate disciplinary action.</p> <p>The university and its members have the responsibility of providing an environment that does not facilitate the inadvertent commission of academic misconduct. Students and faculty should be made aware of the actions that constitute academic misconduct, the procedures for launching and resolving complaints, and the penalties for commission of acts of misconduct.</p>	<p>Faculty members and students share an important responsibility to maintain the integrity of the teaching and learning relationship. This relationship is characterized by honesty, fairness and mutual respect for the aims and principles of the pursuit of education. Academic misconduct impeded the activities of the university community and is punishable by appropriate disciplinary action.</p> <p>The university and its members have the responsibility of providing an environment that does not facilitate the inadvertent commission of academic misconduct. Students and faculty should be made aware of the actions that constitute academic misconduct, the procedures for launching and resolving complaints, and the penalties for commission of acts of misconduct. A lack of familiarity with the university's policy o academic conduct on the part of a student does not constitute a defense against its application.</p>
<p>5.15.1 Academic Misconduct</p> <p>Academic misconduct includes, but is not limited to:</p> <p>...</p> <p>Cheating on examinations, assignments, reports, or other work used to evaluate student performance. Cheating includes: copying from another student's work or allowing one's own work to be copied, submitting another person's work as one's own, fabrication of data, consultation with an unauthorized person during an examination, or use of unauthorized aids.</p> <p>...</p> <p>Plagiarism, which is the act of presenting the ideas, words, or other intellectual property of another as one's own. The use of other people's work must be properly acknowledged and referenced in all written material.</p>	<p>5.15.1 Academic Misconduct</p> <p>Academic misconduct includes, but is not limited to:</p> <p>...</p> <p>Cheating on examinations, assignments, reports, or other work used to evaluate student performance. Cheating includes: copying from another student's work or allowing one's own work to be copied, submitting another person's work as one's own, fabrication of data, consultation with an unauthorized person during an examination, use of unauthorized aids, or submitting work prepared in collaboration with other member(s) of a class, when collaborative work on a project has not been authorized by the instructor.</p> <p>...</p> <p>Plagiarism, which is the act of presenting the ideas, words, or other intellectual property of another as one's own, including images, designs, processes, computer software, digital, audio and video files, internet resources and</p>

	<p>other works without appropriate attribution or credit. The use of other people's work must be properly acknowledged and referenced in all written material.</p>
<p>5.15.4 Launching and resolving complaints for more serious or repeat offences</p> <p>With respect to accusations of academic misconduct, students are presumed innocent until the contrary has been established. Decisions regarding the commission of academic misconduct are based on the balance of probabilities. A record of all allegations of misconduct, along with details of the resolution, will be entered into the central academic records kept by the Registrar's Office.</p> <p>Faculty, staff, or students who have reason to believe that an academic offence has been committed should report the matter promptly to the appropriate dean. In the absence of extenuating circumstances, this should be the dean of the faculty in which the student is enrolled. If the student has not been admitted to a degree program, the matter should be reported to the dean of the faculty responsible for the course in which the offence was committed.</p> <p>The dean must decide promptly whether an attempt should be made to resolve the matter informally; otherwise, the dean should follow the procedures for formal resolution. In either case, a student will not be permitted to withdraw from the course in which the offence was alleged to have been committed until the matter is resolved and penalty imposed.</p>	<p>5.15.4 Launching and resolving complaints for more serious or repeat offences</p> <p>With respect to accusations of academic misconduct, students are presumed innocent until the contrary has been established. Decisions regarding the commission of academic misconduct are based on the balance of probabilities. A record of all allegations of misconduct, along with details of the resolution, will be entered into the central academic records kept by the Registrar's Office.</p> <p>Faculty, staff, or students who have reason to believe that an academic offence has been committed should report the matter promptly to the appropriate dean. In the absence of extenuating circumstances, this should be the dean of the faculty responsible for the course in which the offence was committed. Alleged non-course related offences should be reported to the dean of the faculty in which the student is enrolled.</p> <p>The dean must decide promptly whether an attempt should be made to resolve the matter informally; otherwise, the dean should follow the procedures for formal resolution. In either case, a student will not be permitted to withdraw from the course in which the offence was alleged to have been committed until the matter is resolved and penalty imposed. In cases where the resolution may result in the expunging of grades, the revoking of degrees, or in the student being suspended or expelled, the deans of both the Faculty responsible for the course in which the offence was committed and the Faculty in which the student is enrolled must consult and agree on the penalties coming from the offence. If the deans cannot agree on the penalties, the final resolution will rest with the Provost.</p>