Section 20 Existing Rule:

20. Scholastic Dishonesty (Revised: 2002)

It is the responsibility of students and instructors to help maintain scholastic integrity at the university by refusing to participate in or tolerate scholastic dishonesty. In a case of scholastic dishonesty, it is imperative that written documentation be kept at each level of the procedures outlined below.

20.1 Categories of scholastic dishonesty: Commission of any of the following acts shall constitute scholastic dishonesty. This listing is not exclusive of any other acts that may reasonably be said to constitute scholastic dishonesty.

20.1.1 Acquiring Information:
Acquiring answers for any assigned work or examination from any unauthorized source. Working with another person or persons on any assignment or examination when not specifically permitted by the instructor. Observing the work of other students during any examination.

20.1.2 Providing Information:
Providing answers for any assigned work or examination when not specifically authorized to do so. Informing any person or persons of the contents of any examination prior to the time the examination is given.

20.1.3 Plagiarism:
Failing to credit sources used in a work product in an attempt to pass off the work as one’s own. Attempting to receive credit for work performed by another, including papers obtained in whole or in part from individuals or other sources.

20.1.4 Conspiracy:
Agreeing with one or more persons to commit any act of scholastic dishonesty.

20.1.5 Fabrication of Information:
The falsification of the results obtained from a research or laboratory experiment. The written or oral presentation of results of research or laboratory experiments without the research or laboratory experiment having been performed.

20.1.6 Violation of Departmental or College Rules:
Violation of any announced departmental or college rule relating to academic matters, including but not limited to abuse or misuse of computer access or information.

20.1.7 Falsification of Information
Changing information on tests, quizzes, examinations, reports, or any other material that
has been graded and resubmitting it as original for the purpose of improving the grade on that material.

20.2 Procedures in Scholastic Dishonesty Cases:

20.2.1 The instructor for a course shall be the instructor of record for the course in which the claim of scholastic dishonesty is being made or the appropriate committee chair for graduate students taking examinations required by the department, intercollegiate faculty or the graduate advisory committee. The instructor shall inform the student of the alleged scholastic dishonesty, what sanction(s) he/she can recommend from 20.4.1 below and Section 27 and the procedures the department head will follow from below. If, after hearing the student’s version of the events, the instructor judges the student to be guilty of scholastic dishonesty, he/she will make a written report to the head of the department offering the course, with a copy to the student, giving the outline of the incident and including a recommendation of sanction(s) to be imposed. The instructor also must inform the student of his/her right to appeal to the head of the department offering the course regarding either the question of guilt or the sanction(s).

20.2.2 The instructor’s recommendation may be dismissed, reduced, upheld or increased by the department head. Before reaching a final decision regarding any sanction to be imposed, the department head shall check the student’s record in the Department of Student Life. Sanctions that may be recommended to the dean by the department head are listed in 20.4.1 and Section 27.

If the student has not appealed and the department head concurs with the instructor’s recommendation, the department head will implement the sanction in accordance with Part III, Student Grievance Procedures: 52. Scholastic Dishonesty.

If the department head proposes to change the instructor’s recommendation or the student has appealed the instructor’s recommendation, the department head shall conduct a hearing. The student and the instructor shall be allowed to present witnesses and provide evidence relating to the charges. The recommendations resulting from this hearing shall be forwarded in writing to the dean of the college offering the course and to the student. The student may appeal to the dean. See Part III, Grievance Procedures: 52 Scholastic Dishonesty.

20.3 Student Rights and Responsibilities in Scholastic Dishonesty Cases

20.3.1 The student shall be afforded the following rights in the hearing conducted by the department head. The dean’s appeal shall not be considered a hearing covered by these rules:

- Right to a written notice of the charges at least three working days before the hearing may proceed.
- Right to waive the three-day notice of charges.
- Right to reasonable access to the case file.
• Right to review all evidence and question any witness against the student.
• Right to present evidence and/or witnesses in his/her own behalf.
• Right to have an observer present during the hearing. The observer cannot be a witness in the hearing or represent the student in the hearing.
• Right to appeal the disciplinary recommendations in turn to: the dean of the college offering the course and, finally, to the Disciplinary Panel or the Graduate Panel.

20.3.2 A student may not be represented by an attorney at a hearing before the department head or the dean unless the department head or the dean chooses to have an attorney present.

20.3.3 If the student wishes to appeal a recommendation made by the instructor, department head or dean, he/she must provide written notice to the proper level within five working days of receiving notice of the recommendation. Only in unusual circumstances may this deadline be extended by the entity conducting the hearing.

20.4 Disciplinary Action in Scholastic Dishonesty Cases

20.4.1 Any combination of the following sanctions may be implemented by the department head, based on a recommendation from the instructor. For specific definitions of these sanctions, see Section 27, Sanctions.

• Appropriate grade penalty, up to and including an F in the course.
• Letter of reprimand.
• Conduct Probation.

Once a charge of scholastic dishonesty has finally been resolved, notice of the same shall be provided in writing to the student, the student’s dean, the instructor, the head of the department offering the course, the dean of the college offering the course and the Department of Student Life. If the final resolution of a charge of scholastic dishonesty includes a grade penalty, the student will not be allowed to drop the course by means of a Q, W or withdraw from the university to avoid the penalty.

20.4.2 In cases where the student is permitted to remain in a course after being found guilty of scholastic dishonesty, the instructor may also require the student to retake an exam or other course work involved in the act of dishonesty.

20.4.3 One of the following sanctions may be implemented by the dean of the college in which the course is offered, based on a recommendation from the department head:

• Expulsion.
• Dismissal.
• Suspension.
20.5 Undergraduate student rights for a hearing or appeal that might result in a student’s removal from the university are listed in Section 26.

20.6 Standard of Review: The standard of review to be used in all proceedings under this section shall be fundamental fairness. Strict rules of evidence and procedures are not required so long as the proceedings are conducted in such a manner as to allow both sides to fairly and fully explain the circumstances. Decisions regarding the admissibility of evidence and the weight to be given to same shall be made by the party who is conducting the hearing.

Proposed Change:

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Justification for Proposed Change:

The deletion of this rule would be effective the day before the first day of fall classes, 2004 to allow the new Academic Honor System to be put in place.

Approved by the Rules and Regulations Committee 3/15/04.