

iv. The paraphrasing of another's work or ideas without proper acknowledgement.

- C. Fabrication: Fabrication is the invention or falsification of sources, citations, data, or results, and recording or reporting them in any academic exercise. This includes but is not limited to making up or fabricating data as part of a laboratory, fieldwork, clinical documentation, or other scholarly investigation; knowingly distorting, altering or falsifying the data gained by such an investigation; stealing or using without the consent of the instructor data acquired by another student; representing the research conclusions of another as one's own; and undermining or sabotaging the research investigations of another person.
- D. Facilitation of Dishonesty: Facilitation of dishonesty is knowingly or negligently allowing one's work to be used by other students or colluding/unauthorized collaboration with another student without prior approval of the instructor or otherwise aiding others in committing violations of academic integrity. A student who facilitates a violation of academic integrity can be considered to be as culpable as the student who receives the impermissible assistance, even if the facilitator does not benefit personally from the violation.
- E. Falsification of Academic Records: Knowingly and improperly changing grades on transcripts, grade sheets, electronic data sheets, class reports, projects, or other academically related documents.
- F. Academic Sabotage: Academic sabotage is deliberately impeding the academic progress of others, which may include the destruction or disruption of another individual's work.
- G. Violation of Research or Professional Ethics: Violation of research or professional ethics.

Making up or falsifying evidence or data or other source materials for a major assignment, including falsification by selectively omitting or altering data that do not support one's claims or conclusions.
Knowingly facilitating dishonesty by another student on an examination or assignment.
Intentionally destroying or obstructing another student's work.
Knowingly violating research or professional ethics.
Any violation involving potentially criminal activity.
Any other activity considered a separable violation of academic integrity as determined by the faculty.

III. Possible Sanctions

The recommendations for sanctions at each level are not binding but are intended as guidelines for the University community. For both non-separable and separable violations, the severity of the sanction(s) imposed should be proportional to the severity of the violation committed.

Violations of academic integrity by graduate and professional students will normally be penalized more severely than the same violations by undergraduate students. For example, violations that would be considered non-separable for an undergraduate student may be treated as separable for a graduate or professional student.

Professional schools or programs may have codes of professional conduct with sanctions for violations that may be more severe than those recommended under this Policy. Students in those programs will adhere to those standards.

A. Non-separable Violations

Sanctions for non-separable violations include, but are not limited to, one or more of the following:

No credit for the original assignment.
A failing grade on the assignment.
A lower grade on the assignment.
A replacement or resubmission of the assignment.
Required participation in a noncredit workshop or seminar on ethics or academic integrity.
An assigned paper or research project related to ethics or academic integrity.
Disciplinary probation.
A failing grade for the course.

Loss of eligibility for University-related curricular, co-curricular and employment opportunities.
Enforced withdrawal from the university.
Dismissal from a discipline or program.
Disciplinary suspension for one or more semesters.
Permanent expulsion from the University with a permanent notation of disciplinary expulsion for violation of academic integrity on the student's transcript.

IV. Reporting Violations of Academic Integrity

- A. When a faculty member encounters a violation of academic integrity, they should address the matter with the student, after collecting whatever evidence may be available and relevant. The faculty has the right to ask the student to provide evidence about the sources used or other reasonable requests to establish the boundaries of the violation based on the work conducted by the student.
- B. The initial determination as to whether a non-separable violation of academic integrity has occurred and the sanctions that are to be imposed are at the discretion of the faculty member when the violation occurs within the context of a course. Audited students are not eligible for academic integrity violations.

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When Guilt Is Not Admitted:

If a faculty member determines a violation of academic integrity has occurred, and the involved student does not admit wrongdoing, the faculty will:

1. Inform the student of the recommended course sanction.
2. Inform the student a report has been filed.
3. Provide the student with a copy of this policy and inform the student that an Administrator will be following up with them for the next steps.

B. Processes Once a Report is Filed

When cases alleging academic dishonesty are filed, a copy is forwarded to the College/School Dean with oversight of the course, as well as the Dean of the College or School with oversight of the student's current major. All Academic Deans will have access to reports of violations of academic integrity. If a student admitted guilt, both Deans may review if there have been multiple violations and may inform the student that an Academic Honor Board will also be convened to review the case/student's history. If this is a single/first-time violation, the faculty sanction will be the only sanction and no other actions will be taken.

If a student **does admit guilt, and there is a history of multiple violations**, the Academic Dean with oversight of the student's major or program may convene an Academic Honor Board. **If a student does not admit guilt**, the Academic Dean with oversight of the academic course/activity where the report violation occurred will oversee the concern. In all cases, the Dean must inform the student within ten business days of the intent to convene the Board.

C. Academic Honor Board Review Process

The Dean will convene an Academic Honor Board. The board will be comprised of two faculty from the college/school, selected by the academic dean, and two students, selected from a list of students previously identified by the college/school faculty to serve as volunteers on the Academic Honor Board. A list of such students eligible to serve on the Academic Honor Board shall be available from the Dean's office upon request. The Dean will serve as chairperson of the board; however, he/she will only vote to break a tie in cases where the board is split. The college/school dean is responsible for any substitution to the board in order to obtain a quorum of five members. All members of the Academic Honor Board shall be bound by the provisions of the Family Educational Rights and Privacy Act.

A student is presumed innocent until proven guilty by the preponderance of evidence, or until guilt is admitted or a simple majority vote of the board members is reached.

In order to assure a student's right to due process, the procedure of formal inquiry by the Academic Honor Board will include:

1. Securing a written statement describing the nature and circumstances of

The decision of the Committee on Academic Integrity shall be considered final. A written statement shall be sent to the student in question no later than three business days after the committee's final decision is reached.