

RESOLUTION-POLICY

From: Dr. Eric Milou, Rowan University Senate President
To: Dr. Ali Houshmand, Provost
Date: 4/13/09
RE: Senate Resolution **090413-4**

Resolution to Revise the Academic Integrity Policy

WHEREAS, the Academic Integrity Policy, developed by the Academic Integrity Task Force and approved by the University Senate in May 2008, has been in place for several months;

WHEREAS, there has been a full cycle of processing of Reports of Academic Integrity Violations (RAIVs), including submission of RAIVs by instructors and reviews and hearings conducted by the Academic Integrity Review Board;

AND WHEREAS, implementation of the policy and associated adjudication processes has revealed areas needing legal and procedural clarification;

BE IT RESOLVED, that we adopt the following revised policy document and RAIV form in order to strengthen the University's processes for upholding academic integrity and fairly adjudicating acts of academic misconduct.

Revisions to the original document are highlighted in yellow below. The revised RAIV is attached separately. The original document and RAIV are available on the Provost's Policies and Procedures website.

I. Introduction

The integrity of academic programs is imperative to Rowan University's mission. While acknowledging the social and collaborative nature of learning, the University expects that grades awarded to students will reflect individual efforts and achievements. All members of the Rowan community are responsible for understanding what constitutes academic dishonesty; upholding academic integrity standards and encouraging others to do likewise; and knowing the procedures, rights and obligations involved in the Academic Integrity Policy. Academic dishonesty, in any form, will not be tolerated. Students who commit an act of academic dishonesty are subject to disciplinary sanctions up to and including expulsion from the university.

II. Definitions of Academic Integrity Violations

Cheating

Plagiarism: Plagiarism occurs when a person represents someone else's words, ideas, phrases, sentences, or data as one's own work. When submitting work that includes someone else's words, ideas, syntax, data or organizational patterns, the source of that information must be acknowledged through complete, accurate and specific references. All verbatim statements must be acknowledged through quotation marks. To avoid a charge of plagiarism, a person should be sure to include an acknowledgment of indebtedness, such as a list of works cited or bibliography.

Examples of plagiarism include but are not limited to:

- ! Quoting, paraphrasing or even borrowing the syntax of another's words without acknowledging the source.
- ! Using another's ideas, opinions or theories even if they have been completely paraphrased in one's own words without acknowledging the source.
- ! Incorporating facts, statistics or other illustrative material taken from a source, without acknowledging the source, unless the information is common knowledge.
- ! Submitting a computer program as original work that duplicates, in whole or in part, without citation, the work of another.

Fabrication: Fabrication refers to the deliberate use of invented information or the falsification of research or other findings with the intent to deceive.

Examples of fabrication include but are not limited to:

- ! Citation of information not taken from the source indicated.
- ! Listing of sources in a bibliography or other report not used in that project.
- ! Fabricating data or source information in experiments, research project or other academic exercises.
- ! Misrepresenting oneself or providing misleading and false information in an attempt to access another user's computer account.

Academic Misconduct: Academic Misconduct includes the alteration of grades; involvement in the acquisition or distribution of unadministered tests, and the unauthorized submission of student work in more than one class.

Examples of academic misconduct include but are not limited to:

- ! Submitting written work to fulfill the requirements of m

- c. Hearings conducted by the Academic Integrity Review Board will be closed to all members of the campus and outside community except those directly involved with the case.
- d. The burden of proof rests upon the complainant, who must establish, on the basis of the standard of a “preponderance of evidence,” that it was “more likely than not” that the accused student is responsible for the conduct violation based on the weight of the credible information presented.
- e. Any student appearing at a hearing before the Academic Integrity Review Board for adjudication of an allegation of academic dishonesty may challenge the assignment of any member of the board to his/her case. Upon hearing the details of the challenge, the Chair will either uphold or deny the challenge.
- f. A Board member will withdraw from adjudicating any case in which he/she cannot reach a fair and objective decision.
- g. Because legal procedures will not be formally applied, the Chair will make all determinations on questions of procedure and admissibility of information presented and will not be excluded from hearings or Board deliberations except that s/he will not vote. The Chair will exercise control over the manner in which the hearing is conducted to avoid unnecessarily lengthy hearings and to prevent the harassment or intimidation of witnesses. Anyone who disrupts a hearing or who fails to adhere to hearing procedures may be excluded from the proceeding.
- h. The Board will review all materials and hear all information pertinent to the case from the complainant, the accused and all witnesses. Members of the Board, including the Chair, will be free to ask relevant questions in order to clarify information or resulting issues.
- i. After hearing all the information, the Board will deliberate privately until a decision is reached by a majority vote. A tie vote will result in a finding of “not responsible.”
- j. If the student is found “responsible” the Board will determine the appropriate sanction to be imposed. At this point both the academic and non-

the violation. Sanctions which may be imposed upon any student found to have violated the Academic Integrity policy include the following:

Notation of Academic Integrity Violation on Transcript: When a student fails a course for reasons of academic dishonesty, this will be noted on the student's transcript. The notation will be removed from the transcript after the student completes an academic integrity workshop or its equivalent. The student can have a maximum of one such notation removed in his/her career as a Rowan student.

Academic Integrity Probation: A defined period of time (minimum of one semester) indicating that a student is no longer in good standing with the university vis-à-vis academic integrity. (This status is distinct from Academic Probation, which concerns academic performance.) Any subsequent Academic Integrity Violation while in this status will likely result in suspension or expulsion from the university.

Suspension: Beginning on the date the suspension takes effect, the student is no longer a registered student, may not attend classes, nor receive grades for a specified period of time. In addition, while in this status, the student is not permitted to be present on the campus or at a University-sponsored event for any reason whatsoever. The suspension will be noted on the student's academic transcript as disciplinary suspension. The student is not entitled to any refund of any fees after published refund dates.

Expulsion: Beginning on the date the expulsion takes effect, the student may never again be a registered student, may never attend classes, nor receive grades. In addition, the student may never be present on the campus nor at a University-sponsored event for any reason whatsoever. The expulsion will be noted on the student's academic transcript as Academic Integrity Expulsion. The student is not entitled to any refund of any fees after published refund dates.

VIII. Appeal of Academic Integrity Violations

1. Upon receiving notification of the outcome of a case, the accused student may file an appeal for the following reasons:
 - a. A specified procedural error(s) or error(s) in the interpretation of University regulations is so substantial as to have

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Instructor-student meeting occurred on _____ (date):

<input type="checkbox"/> in person	<input type="checkbox"/> by phone	<input type="checkbox"/> by email	<input type="checkbox"/> unable to meet with/contact student
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Acceptance:

_____ I give my approval. I have forwarded this item to _____ for implementation.

_____ No approval is actually needed. I have forwarded this item to the following individual or office for informational purposes only:
