

# ACADEMIC MISCONDUCT

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## Academic Dishonesty

### What is Academic Honesty?

Academic honesty is essential to the educational process and serves to protect the integrity of the University community. Therefore, all members of the University community have a responsibility of maintaining high standards of honesty and ethical practice. Students should consult with a faculty member if they are not sure what may constitute academic dishonesty. Students suspected of academic dishonesty may be charged with a violation of University conduct regulations under Article III. 1. of the *Student Code of Conduct*.

Although instructors are responsible for taking all reasonable precautions to prevent cheating and plagiarizing, students share a joint responsibility and should report any act of academic dishonesty to the instructor.

After the faculty member has gathered evidence of a possible violation, the faculty member will notify the student within 48 hours in writing, via university email, of the allegations and invite the student to participate in an academic integrity conference. The faculty member and student may hold the conference without written notification. This academic integrity conference shall occur within five university working days of the written notification to the student.

If a faculty member concludes the student was responsible, the faculty member may impose a sanction which may include, but is not limited to, one of the following:

- warn the student
- lower the grade on the exam, paper, or assignment related to the incident
- lower the student's final grade for the course
- request additional action from the Student Academic Grievance Subcommittee, such as removal from a course, University suspension, or expulsion

A complete description of the process is detailed in the *Student Code of Conduct* (Article V. Academic Dishonesty). However, it should be noted that a student can:

- agree to the charge of academic dishonesty and sign the Academic Integrity Form, acknowledging the incident and accepting the sanction
- agree to the charge of academic dishonesty but disagree with the sanction and request further review, thereby initiating further review by the Student Academic Grievance Subcommittee
- disagree with the charge of academic dishonesty and refuse to sign the Academic Integrity Form, thereby initiating further review by the Student Academic Grievance Subcommittee

Regardless of whether the Academic Integrity Form is signed, in situations where suspension or expulsion from the University is recommended by the faculty member, the case will immediately be sent to the Student Conduct Office and forwarded to the Judicial Chair of the Student Academic Grievance Subcommittee to initiate a panel hearing. A representative from the Student Conduct Office must be present at all University suspension and expulsion hearings to serve in an advisory capacity.

In instances in which the student already has one prior academic dishonesty offense, any additional offenses will constitute a violation of the *Student Code of Conduct* and will require the student to undergo a Student Code of Conduct Hearing through the Office of Student Conduct.

The *Student Code of Conduct* (<https://cms.yzu.edu/administrative-offices/student-conduct/student-code-conduct>) is available online. A printed copy can be obtained in the Office of Student Conduct.