

Academic Integrity Committee
Annual Report to the Faculty Senate
May 9, 2011

Mission

The Academic Integrity Committee advocates for, and raises awareness of, academic integrity issues at CCSU; the responsibility for acting with integrity remains up to each member of the university. The Committee reports to the Faculty Senate about the status of the Academic Misconduct Policy. The Committee generates educational resources, promotes awareness regarding academic misconduct, and may propose amendments to the policy.

Activities & Accomplishments

The Academic Integrity Committee began the 2010-2011 year with the following goals:

- Revise the *Disciplinary Procedures for Academic Misconduct* to clarify the Office of Student Conduct's role
- Create a flow chart to help faculty and students navigate the process of reporting cases of academic misconduct
- Make the revised academic misconduct policy, complete with an updated definition of academic misconduct, readily available for faculty use
- Develop a guide to help faculty determine appropriate sanctions for different types of misconduct
- Identify strategies for preventing misconduct
- Promote use of the academic misconduct policy

The Committee has worked on all of these goals this past year. Summaries of the main accomplishments are provided below:

- The Committee revised the *Disciplinary Procedures for Academic Misconduct*, which were submitted to and approved by the Faculty Senate on February 14, 2011. These revisions primarily served to clarify the Office of Student Conduct's role in presiding over academic misconduct hearings, to provide a better balance of information in the policy for students and faculty, and to clarify the student appeals process.
- The Committee created a flowchart to accompany the document *Disciplinary Procedures for Academic Misconduct* and is available at www.ccsu.edu/AcademicIntegrity. The flowchart highlights the main steps that faculty should follow to report an alleged incident of academic misconduct as well as the appeals process for students who believe they have been unjustly accused.
- The Committee generated a resource document that provides a definition of academic misconduct along with examples of misconduct. This document incorporates material that was originally part of the Policy on Academic Misconduct which was approved by the Faculty Senate on 11/05/01, and was superseded by the Disciplinary Procedures for

Academic Misconduct approved by the Faculty Senate on 5/10/10 and amended on 2/14/11. This document is available for download from www.ccsu.edu/AcademicIntegrity and should be shared with all students.

- The Committee is finalizing a *Guide for Evaluating Academic Misconduct*. This document has been adopted from Penn State University and has been modified to fit the needs of CCSU faculty. It is intended to serve as a resource for faculty to help evaluate the severity of different incidents of academic misconduct.
- The Committee has started to identify a set of preventative measures that faculty can use to help deter students from engaging in academic misconduct, as well as strategies that faculty can employ to promote a climate of integrity in their classrooms. One prevention tool is TurnItIn, which helps faculty members to evaluate the originality of written assignments and to detect plagiarism. In total, 186 instructors are registered with TurnItIn, and, to date, 1,700 papers have been submitted for review this academic year.
- The Committee has updated the Academic Integrity website (www.ccsu.edu/AcademicIntegrity) and strives to make it a central location for all documents and resources related to academic integrity.

Academic Misconduct Reporting

Upon receipt of an Academic Misconduct Report by the Office of Student Conduct, students are notified that they are required to complete an Academic Integrity Workshop. A copy of this letter is provided in Appendix A. The Office of Student Conduct has agreed to send a copy of this letter to the faculty member to inform him or her as to what action has been taken. This notification will go into effect as of May 2011.

Table 1 provides a summary of the Academic Misconduct Reports that have been submitted to the Office of Student Conduct for the current academic year (through May 4, 2011). In total, there have been 25 reports filed that involve 33 students. No disciplinary sanctions have been imposed so far, but there are 4 cases pending review by a Faculty Hearing Board. These pending hearings are in response to a request by the faculty member that additional disciplinary sanctions be considered. To date, there have been no student appeals.

Table 1. Academic Misconduct Reports and Outcome 2010-2011

Sanctions:			
Sanction Type:	By Faculty:	By Board:	# of Sanctions:
Reduced Grade	8		8
Assignment Revision	4		4
"F" for assignment	18		18
"F" for course	2		2
Probation			0
Suspension			0
Expulsion			0
Academic Integrity Wksp.	32		32
No Sanction			0
Total:	64	0	64
Faculty Board Hearings:			
Hearing type:	# of Hearings:		
Student Appeals			
Faculty Request	4		
Total:	4		

Respectfully Submitted,

Jennifer Hedlund, Chair
Adele Miller, Vice Chair

Appendix A
Letter to Students Regarding Academic Integrity Workshop

Student Conduct

CCSU



Central Connecticut State University

Current Date:

Dear Student,

The purpose of this correspondence is to conduct follow-up regarding an Academic Misconduct Report submitted to the Office of Student Conduct (OSC).

According to the report you are required to complete the Academic Integrity Workshop. The Academic Integrity Workshop is designed to educate students about what constitutes Academic Misconduct so that future violations will not occur. Upon completion of the Academic Integrity Workshop, a student is required to submit official notification of completion to the OSC for appropriate recording in the student's file.

You are hereby required to demonstrate completion of the Academic Integrity Workshop by Insert Deadline. Failure to attend the workshop will result in disciplinary action which may include suspension or expulsion. You may contact the OSC at 860-832-1667 in the event you have questions.

The Learning Center:

Telephone: 860.832.1900

Fax: 860.832.1924

Email: LearningCenter@ccsu.edu

Respectfully,

A handwritten signature in cursive script that reads "Christopher Dukes".

Christopher Dukes
Director
Office of Student Conduct

Cc: Insert Faculty Member