

ACADEMIC INTEGRITY

IN THE COLLEGE OF NATURAL AND AGRICULTURAL SCIENCES

AT THE UNIVERSITY OF CALIFORNIA, RIVERSIDE

POLICIES

<http://www.ucop.edu/ucophome/uwnews/aospol/uc100.html>

From University Of California Policies Applying to Campus Activities, Organizations, And Students, 100.00 Policy On Student Conduct And Discipline.

Chancellors may impose discipline for the commission or attempted commission (including aiding or abetting in the commission or attempted commission) of the following types of violations by students, as well as such other violations as may be specified in campus regulations:

102.01 All forms of academic misconduct including but not limited to cheating, fabrication, plagiarism, or facilitating academic dishonesty.

102.02 Other forms of dishonesty including but not limited to fabricating information, furnishing false information, or reporting a false emergency to the University.

ACADEMIC DISHONESTY DEFINED

Excerpts from the University of California, Riverside General Catalog 2005-06, Policies and Regulations, pages 37-41.

At UCR, honesty and integrity are fundamental values that guide and inform us as individuals and as a community. The culture of academia requires that students take responsibility for learning and producing products that reflect their intellectual potential, curiosity, and capability. Students must represent themselves truthfully, claim only work that is their own, acknowledge their use of others' words, research results, and ideas, using the methods accepted by the appropriate academic disciplines, and engage honestly in all academic assignments.

Academic misconduct is any act that does or could improperly distort student grades or other student academic records. The following examples of academic misconduct are provided to assist students in developing an understanding of the university's expectations, recognizing that no set of written guidelines can anticipate all types and degrees of violations of academic integrity. To the extent that the examples provided are not exhaustive, duly appointed representatives of the university will judge each case according to its merits.

Misunderstanding of the appropriate academic conduct will not be accepted as an excuse for academic misconduct. If students are in doubt about appropriate academic conduct in a particular situation, they should consult with the instructor in the course to avoid the serious charge of academic misconduct.

CHEATING

- copying from another student's examination, quiz, laboratory work, or homework assignment
- possession or use of pre-prepared notes or other resources, in any form, during an examination, unless such use is expressly authorized by the instructor
- revising a work after its final evaluation and representing the revised version as being the original work
- using external assistance, including but not limited to tutors, books, notes, and calculators, on any in-class or take-home examination, unless the instructor specifically has authorized external assistance
- allowing someone else to conduct one's research or to prepare one's work without advance authorization from the instructor to whom the work is being submitted
- unauthorized use of electronic instruments, such as cell phones, pagers, or PDAs, to access or share information

PLAGIARISM

- using another's work without giving credit
- copying the language, structure, or ideas of another and attributing (explicitly or implicitly) the work to one's own efforts
- reproducing another person's work, with or without that person's knowledge or permission, whether published or unpublished, including but not limited to original ideas, strategies, and research, art, graphics, computer programs, music, and other creative expression. The work may consist of writing, charts, pictures, graphs, diagrams, data, Web sites, or other communication or recording media, and may include sentences, phrases, and innovative terminology, formatting, or other representations.
- submitting as one's own any academic exercise prepared totally or in part by another
- copying information from computer-based sources, i.e., the Internet
- allowing another person to substantially alter or revise one's work and submitting it as one's own
- using another's written ideas or words without properly acknowledging the source. The term "source" includes published works (books, magazines, newspapers, Web sites, plays, movies, photos, paintings, and textbooks) and unpublished sources (class lectures or notes, handouts, speeches, casual conversation, other students' papers, or material from a research service).
- failure to acknowledge study aids such as Cliff Notes or common references sources
- unauthorized use of another person's data in completing a computer exercise or other class work

UNAUTHORIZED COLLABORATION

- working with other students to do lab work, review books, or develop a presentation or report without permission from the instructor to do so
- making lab data available to a student who did not attend the lab
- jointly calculating homework problems without professorial permission
- having someone else help rewrite a paper
- sharing sources for a take-home exam
- working in a group on a lab assignment without professorial permission
- debugging another's computer program without professorial permission
- submitting a group assignment, or allowing that assignment to be submitted, representing that the project is the work of all of the members of the group when not all of the group members assisted substantially in its preparation

FACILITATING ACADEMIC DISHONESTY

- intentionally or knowingly helping or attempting to help another student to commit an act of academic misconduct
- giving unauthorized assistance to another or others during a test or evaluation, including allowing someone to copy from a test or examination, or arranging with others to give or receive answers via signals
- providing specific information about a recently given test, examination, or assignment to a student who thereby gains an unfair advantage in an academic evaluation
- substituting for another student in order to meet a course or graduation requirement
- providing aid to another person, knowing such aid is expressly prohibited by the instructor, in the research, preparation, creation, writing, performing, or publication of work to be represented as the work of another
- signing in other students for class attendance

INTERFERENCE OR SABOTAGE

- destroying, stealing, changing, or damaging another's lab experiment, computer program, term paper, exam, or project
- removing, defacing, damaging, hoarding or displacing library materials with the effect that others have undue difficulty using them
- interfering with the operation of a computer system so it has an adverse effect on the academic performance of others
- damaging computer equipment (including disks) or laboratory equipment in order to alter or prevent evaluation of academic work

FABRICATION

- falsifying the results of any laboratory or experimental work or fabricating any data or information
- crediting source material that was not used for research
- falsifying, altering, or misstating the contents of documents or other materials related to academic matters, including but not limited to schedules, prerequisites, transcripts, attendance records, or university forms
- giving false reasons (in advance or after the fact) for failure to complete academic work, including but not limited to giving false excuses to a faculty member or to any university official for failure to attend an exam or to complete academic work
- giving false information or testimony in connection with any investigation or hearing under this policy

FAILURE TO COMPLY WITH RESEARCH REGULATIONS

- failure to comply with research regulations such as those applying to human subjects, laboratory animals, and standards of safety

RETALIATION

- retaliation of any kind against a person who reported or provided information about suspected or alleged misconduct and who has not acted in bad faith

UCR DISCIPLINE PROCEDURES IN MATTERS OF ACADEMIC DISHONESTY

<http://senate.ucr.edu/bylaws/PDF%20Files/P3%20Ch6.pdf>

From Academic Senate: Bylaws and Regulations of the Riverside Division, Part III. Appendix, Chapter 6

If a faculty member has evidence that cheating or plagiarism may have occurred, he or she should immediately meet with the student and discuss the circumstances. If the student admits dishonesty, then the instructor will issue the appropriate grade. If the student does not acknowledge misconduct, then the procedure described below will be followed.

- A. The Faculty member shall report the incident to the Office of Student Judicial Affairs (formerly referred to as Assistant Vice Chancellor – Student Services) for investigation of the facts and referral of the case to the Student Conduct Committee, if necessary. No grade should be assigned for the work in question, or for the course, pending resolution of the case.
- B. The Office of Student Judicial Affairs shall gather all relevant evidence from both the student and Faculty member (and other knowledgeable parties), review the allegations, determine whether there was cheating or plagiarism, and if so levy the appropriate administrative disciplinary sanction. If the student does not appeal those sanctions to the Student Conduct Committee within one week, then the Office of the Student Judicial Affairs shall report to the Faculty member that the student has not appealed the findings. The Faculty member will then notify the Registrar of the appropriate grade to be posted.
- C. If the Office of Student Judicial Affairs reports that there is insufficient evidence of academic dishonesty to warrant administrative disciplinary sanctions, and that the student does not acknowledge misconduct, the Faculty member has the right to a hearing of the case before the Student Conduct Committee.
- D. The student has the right to ask for an appeal hearing before the Student Conduct Committee in cases decided directly by the Office of Student Judicial Affairs.
- E. A case referred to the Student Conduct Committee either directly by the Office of Student Judicial Affairs, by appeal of the Faculty member, or by appeal of the student will be handled by the current procedures. The Committee will report to the Office of Student Judicial Affairs, as it normally does, on findings of fact, aggravation, mitigation, and recommended administrative discipline. In cases involving a grade, the Committee will also report to the instructor its finding that the student did or did not commit the acts as charged. The Faculty member will then notify the Registrar of the appropriate grade to be posted consistent with the decision of the Student Conduct Committee as to the question of misconduct.

FOR ADDITIONAL INFORMATION PLEASE CONTACT:

To schedule an appointment:	(951) 827-4208
Fax:	(951) 827-2439
Laura Riley, Director of Judicial Affairs	(951) 827-2428
Rene Rodriguez, Coordinator	(951) 827-4563
Reception: Costo Hall 133	
Staff Offices: Costo Hall 119	