

Ch5-s5-01**ACADEMIC INTEGRITY**

Responsible Authority:	Office of the Vice President Academic
Approval Authority:	Senior Team
Date First Approved:	2015-Feb-01
Date Last Reviewed:	2020-Oct-1
Mandatory Review Date:	2023-Oct-1

PURPOSE

The students, faculty, staff, and administration of Confederation College believe that academic integrity is central to the mission of the College. Commitment to academic integrity supports the mutual respect and learning that our community values. The Academic Integrity College Practice reflects these values.

SCOPE

This Policy applies to all students, full-time, and contract staff at the College. This Policy is intended to guide behaviour and support learning.

DEFINITIONS

Academic Dishonesty A violation of academic integrity. Academic dishonesty takes the form of any kind of cheating in academic work, including taking credit for the work of others without crediting them, misrepresenting one's own work, fabricating information, and facilitating academic dishonesty in others.

Examples of academic dishonesty include, but are not limited to, the following:

Plagiarism: representing the words or ideas of someone else as one's own including copy and pasting from internet, as well as failing to attribute any of the following: quotations, paraphrases, or borrowed information.

Cheating: using or attempting to use unauthorized information or materials in any academic exercise; copying from someone else's work; representing someone else's work as one's own; or violating rules and policies governing examinations, such as bringing pre-written work into an in-class examination or talking during examination or accessing information via the internet.

Fabrication: inventing or falsifying data, citations, or information.

Facilitating academic dishonesty: intentionally helping or trying to help someone else commit an act of academic dishonesty.

Suspension The student is removed from a course, program, or the College by the Dean, for a period not less than the end of the current semester in which the student is enrolled. Suspension usually results in automatic failing grades in all courses in which the student is registered, and no fees are refunded for that semester.

Expulsion	The student is permanently removed from the College learning environment by the Dean. Expulsion from the learning environment may result in expulsion from residence without refund.
Restorative Justice	A model adopted in numerous jurisdictions across Canada as an alternative to the mainstream justice system, based on an understanding of traditional models of justice practiced by Indigenous peoples. Encourages dialogue among victims and offenders to construct plans of action that hold offenders accountable and meet victims' needs. The method is "restorative" because its ultimate objective is to restore (heal) community relationships. For this to happen, the offender must make themselves accountable to the community.
Academic Administrator	Dean, Regional Director, Associate Dean, Chair or Manager

POLICY

Confederation College aims to provide positive learning experiences and outcomes for all of our learners. As part of a student's learning they will be taught what Academic Integrity is and will be guided to understand expectations of avoiding Academic Dishonesty infractions. Actions of Academic Dishonesty will be addressed in our learning environment with the intent of supporting learning and defining boundaries on behalf of the faculty. Feedback to students in instances of Academic Dishonesty will be direct, fair and timely.

PROCEDURE

1. Student Responsibilities for Upholding Academic Integrity

1.1 Responsibilities of students for upholding academic integrity include the following:

- 1.1.1 Reading and becoming familiar with College policy and instructor expectations, as stated in the course outline, of academic integrity.
- 1.1.2 Seeking clarification of principles and practices of academic integrity from the instructor or other academic resources, such as librarians, tutors or the writing centre, before completing assignments or attempting examinations.

2. Faculty Responsibilities for Upholding Academic Integrity

2.1 Responsibilities of Faculty for upholding academic integrity include the following:

- 2.1.1 Explaining to students the expectations and outcomes of conducting themselves with academic integrity in the classroom.
- 2.1.2 Responding to issues of Academic Dishonesty within 5 days of being made aware of issues.
- 2.1.3 Utilizing or referring internal resources to support student learning with regard to issues of Academic Dishonesty (ex. Banner Academic Integrity tracking tool, and Tutoring support may be suggested depending on the issue).

3. Academic Administrator Responsibilities for Upholding Academic Integrity

3.1 Responsibilities of Academic Administrators for upholding academic integrity include the following:

- 3.1.1 Following up with students as required or requested by Faculty in instances of repeated or more serious Academic Dishonesty infractions.

4. Sanctions for Violations of Academic Integrity

4.1. Violations of academic integrity may result in a failing grade of zero for that assignment or examination. For assignments, the instructor may choose to allow the student to complete an alternate assignment for a reduced grade. Failing grades for violations are applied to the individual student or, for a group project involving academic wrongdoing, may be applied to a student group pending the outcome of the investigation. Additional consequences may be applied.

4.2. Repeated violations of academic integrity have serious consequences. These consequences may include failing the course, being suspended from a program or certification, being placed on academic probation, having a permanent note added to the academic transcript, being suspended from the College, or being expelled from the College. These sanctions are assigned by officials with appropriate academic authority, such as the Dean, the program director, or other College officials.

4.3. Attempts to violate academic integrity may be treated as seriously as actual completed violations.

4.4. Students may request clarification and explanations of allegations of academic dishonesty. Disputes regarding academic dishonesty and sanctions will be resolved as specified in Ch5-s1-02, Academic Appeal Policy.

4.5. Whenever possible an educational approach will be taken to deal with inappropriate behaviour by assisting the individual to understand why the behaviour is inappropriate, how it impacts other people and the importance of taking responsibility for the consequences of their actions. This may be further addressed through restorative practice.

- 4.5.1 Examples of restorative practice include, but are not limited to:
- Providing a service (College or Community)
 - Writing a letter of apology
 - Participating in an educational workshop (i.e. APA)

SUPPORTING DOCUMENTATION

N/A

RELATED POLICIES

[Ch5-s1-02 Academic Appeal Policy](#)

[Ch5-s5-02 Student Code of Conduct](#)

RELATED MATERIALS

Banner Academic Integrity Tracking tool

Online learning module designed to define academic integrity infractions for students.