

## Academic Integrity Violations: The UC San Diego Response

*At UC San Diego, we respond to academic integrity violations with two goals: 1) to educate our students in matters of personal and professional integrity and ethics and 2) to provide consequences for violating the UC San Diego Policy on Integrity of Scholarship. We believe that the majority of students will respond to this two pronged approach in a way that serves to create an academic integrity culture on campus.*

*The most critical community response to student cheating is reporting it to the Academic Integrity Office. If students are NOT reported, there will be no education and there will be no record of behaviors that could be replicated from class to class throughout a student's degree.*

### **Current Sanctioning Guidelines for UC San Diego**

*(adapted in part from UC Riverside; last authorized on July 31, 2014 by UCSD Academic Senate Educational Policy Committee)*

---

#### **ACADEMIC INTEGRITY VIOLATION**

*We have categorized academic integrity violations into four levels, **provided here with an illustrative, but not exhaustive, list of behaviors:***

#### **CATEGORY ONE VIOLATIONS**

Policy violations are characterized as Category One when it is reasonable to conclude that the student's behavior was a result of inexperience with academic integrity principles and policies (e.g., a first quarter student) and when the violation was minor or occurred on an assignment that was worth a small portion of the student's course grade.

For example, but not only:

- copying one answer on a small homework assignment
- limited collaboration on an assignment when the rules are clear
- limited Paraphrasing from secondary sources without attribution
- submitting a portion of the same material in more than one course without instructor's authorization
- providing another student with one's own assignment, paper, exam or quiz, when it would not be reasonable to assume inappropriate use

---

#### **SANCTIONS Note: subsequent violations may result in increased sanctions**

*Sanctions listed here are likely in the average situation; however our trained professionals do exercise professional judgment and consider context when ultimately deciding on the most appropriate sanctions.*

Students will: ;

- have an internal record created for tracking purposes
- written notice of academic concern to a student that his or her alleged behavior has violated University Policy or campus regulations and that, if repeated, such behavior will be subject to the disciplinary process

Students are likely to:

- be mandated to attend an educational workshop on proper citation and attribution;
  - write a reflection paper on the incident; and/or
  - be assigned an appropriate academic sanction (to be calculated into the final grade) at the discretion of the Instructor (the grade cannot be replaced by retaking the class)
-

## CATEGORY TWO VIOLATIONS

Policy violations are characterized as Category Two when the actions are dishonest in character and/or impact a more significant amount of the assignment or course grade

For example, but not only:

- Assignment misconduct/homework misconduct
  - copying homework, assignment or labs from others
  - extensive collaboration with others on an independent assignment when an instructor was explicit about guidelines for completing the assignment
  - providing another student with one's own assignment, paper, exam or quiz, when inappropriate use can be reasonably assumed
  - signing in another student for class attendance/participation marks
  - making lab data available to a student who did not attend the lab/contribute to the development of the data
- Plagiarism - limited copying and pasting from secondary sources without citation
- Exam misconduct
  - display or provision of unauthorized aids (e.g., cheat sheets, cell phones, class notes) when it cannot be determined if used
  - limited copying from another student during an exam or quiz
  - allowing another student to copy (limited) during an exam or quiz

Students will:

- have a disciplinary record created (which can be checked by professional and graduate schools, as well as some employers);

Students are likely to:

- be placed on disciplinary probation;
- be mandated to attend an Academic Integrity Seminar (\$75.00 fee) or some other educational workshop;
- write a reflection paper on the incident; and/or
- receive an academic sanction at the discretion of the Instructor (the grade cannot be replaced by retaking the class)

## CATEGORY THREE VIOLATIONS

Policy violations are characterized as Category Three when the actions are more flagrantly dishonest in character and/or impact a major or essential portion of the course work and/or involves planning and deliberation

For example, but not only:

- Assignment misconduct/homework misconduct
  - copying a significant portion of or an entire assignment
  - splitting up independent assignments with others and copying parts from each other
  - providing another student with an assignment/homework when provision was explicitly prohibited by course or University policies
  - submitting substantially (e.g., a large percentage of the paper/assignment) the same material in more than one course without prior authorization
- Plagiarism – extensive copying and pasting from

Students will:

- have a disciplinary record created (which can be checked by professional and graduate schools, as well as some employers);

Students are likely to:

- be suspended for one quarter or longer with a notation on their transcript of "suspended for academic dishonesty";
- be placed on disciplinary probation;
- be mandated to attend an Academic Integrity Seminar (\$75.00 fee) or some other educational workshop;

- secondary sources without attribution
- Exam misconduct
  - use of an unauthorized aids during a test
  - extensive copying during an exam or quiz
  - allowing another student to extensively copy during an exam or quiz
- Falsification/Fabrication
  - altering a graded exam or test for re-grade
  - fabricating more than one citation in a paper
  - fabricating data for a lab or research paper
  - presenting a false excuse to miss an assignment, test/exam, class, etc. or to receive unfair accommodation
- write a reflection paper on the incident; and/or
- receive an academic sanction at the discretion of the Instructor (the grade cannot be replaced by retaking the class)

### CATEGORY FOUR VIOLATIONS

Policy violations are characterized as flagrantly dishonest and serious breaches of professional and personal integrity.

For example, but not only:

- A culminating academic work (e.g., undergraduate thesis, masters thesis, independent study project, program portfolio, comprehensive exam or dissertation) or other original research project requires a high standard of academic integrity. Hence, integrity violations in this type of work are taken particularly seriously and may be categorized as Category Four
- Fraud
  - taking exam for another person (or vice versa)
  - stealing or fraudulently obtaining answers, or an advance copy of an exam
  - changing/helping to change any recorded assignment or course grade on instructor or university record
  - submitting an entire paper or assignment written by another person
  - replacing name on another's assignment and handing it in as one's own
  - forging documentation, e.g., medical or government document.
  - selling or distributing previously administered/taken exams, papers and other assignments
- NOTE: It is particularly expected that students enrolled at the graduate level will be aware of standards of professional and personal integrity and employ practices to ensure that these standards are never violated. Thus, integrity violations by a graduate student may be categorized as Category Four.

Students will:

- have a disciplinary record created (which can be checked by professional and graduate schools, as well as some employers);

Students are likely to:

- be suspended for at least 1 year or dismissed with a notation on their transcript of "suspended [or dismissed] for academic dishonesty";
- be placed on disciplinary probation;
- be mandated to attend an Academic Integrity Seminar (\$75.00 fee) or some other educational workshop;
- write a reflective paper on the incident; and/or
- receive an academic sanction at the discretion of the Instructor (the grade cannot be replaced by retaking the class)