The Academic Integrity Office:
Organizational Structure

EVC Elizabeth Simmons
DUE John Moore
Tricia Bertram Gallant AIO Director
Amanda Brovold Assistant Director
Allison Riley Education Coordinator
Ana Albarran Office Administrator
Christina McGilvray Senior Case Coordinator
Annie DeLoach Case Coordinator
Erica Kinslow Case Coordinator

Assistant Coordinators
Mentors
Proctors
Peer Educators
Academic Integrity Office: Mission

promoting and supporting a culture of integrity in order to reinforce quality teaching and learning
Academic Integrity Office: **Core Values**

**Collaboration**
We believe that when we interweave individual talents, knowledge, and experiences, our mission is most achievable.

**Optimism**
We believe that bringing positive motivation to our daily work will make a difference and inspire optimism in others.

**Dedication**
We believe that a focused enthusiasm about our work will enable us to turn beliefs into action even in the face of obstacles or challenges.

**Innovation**
We believe in openly and critically thinking of new ways to serve the campus community and achieve our mission.

**Integrity**
We act courageously to uphold fairness, honesty, respect, responsibility and trustworthiness, even when it is difficult to do so.
New Policy & Procedures Implemented

Case Resolution Highlights:
- AIO Case Resolutions
- Instruction-Student Resolutions

Review Highlights:
- a new type of Review (AI Review I)
- an AI Review Advisor program!

APPENDICES

APPENDIX 2: UCSD POLICY ON INTEGRITY OF SCHOLARSHIP


Integrity of scholarship, otherwise referred to as academic integrity, is essential for an academic community, including UC San Diego. Academic integrity is built on a foundation of honest, responsible, fair and trustworthy scholarly activity. Without it, the degrees we confer, the research we conduct, and our reputation all diminish in value.

Thus, the University expects that both faculty and students will adhere to its standards of academic integrity. The UC San Diego Policy on Integrity of Scholarship (herein the “Policy”) states the general rules associated with student integrity of scholarship. The Procedures for Resolving Alleged Violations of the Policy (herein the “Procedures”) are found at https://senate.ucsd.edu/media/369693/procedures-for-resolving-alleged-academic-violations.pdf and authorized by the San Diego Division of the Academic Senate’s Educational Policy Committee.

The Policy applies to the following:

Procedures for Resolving Alleged Violations of the

UC San Diego Policy on Integrity of Scholarship (Appendix II of the San Diego Division Manual of the Academic Senate)

Approved by the Educational Policy Committee, December 17, 2018 (revised 1/21/20)

This document details the procedures for resolving academic integrity violations as per the UC San Diego Policy on Integrity of Scholarship (herein the “Policy”). The Academic Integrity Office (AIO) is the manager of these procedures, which are approved by the San Diego Division of the Academic Senate’s Educational Policy Committee.

The procedures for responding to suspected academic integrity violations are divided into five phases: 1. Reporting Phase; 2. Decision and Resolution Phase; 3. Sanctioning Phase; 4. Appeals Phase; and 5. Closing Phase. This document also outlines the guidelines and procedures for Academic Integrity Reviews (AI Review I and II in Appendix A.)
New Career Staff Welcomed

Christina McGilvray, Senior Case Coordinator
Allison Riley, Education Coordinator
Annie DeLoach, Case Coordinator
Ana Albarran Ayala, Office Administrator

Christina, Allison & Annie all joined our team in August 2019 and Ana joined at the end of March. Together they brought to our team heart, humor, tons of positive energy, intelligence, with extensive skills and knowledge! We are a better team because of them!
Operations Transitioned to Remote

- Along with the rest of campus, we moved all of our operations to the Zoom world within a matter of a couple of weeks

- Our front desk
- 1:1 Student Advising
- AI Seminar
- Collaboration Workshop
- AI Training Meetings
- Universal Pre-Requisites Meetings
- Case Resolution Meetings
- AI Reviews
- Staff Meetings
- AIRB Advising
- Integrity Advisory Council
- Integrity Contest Selections
- Committee on Academic Integrity Policies & Procedures
Case Load Increased

- **77%** of cases resolved
- **63%** of students accepted responsibility
- **60%** of case resolution meetings held by AIO

- 471 Advising Appointments
- 136 Pre-Review Meetings
- 82 AI Reviews held
<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Preventative &amp; After Education Offered</strong></td>
<td>AI Seminar</td>
<td></td>
</tr>
<tr>
<td></td>
<td>FA19 = 275 students completed</td>
<td>WI20 = 112 students completed</td>
</tr>
<tr>
<td></td>
<td>SP20 = 178 students completed</td>
<td>SU20 = 140 (on their way) to completion</td>
</tr>
<tr>
<td><strong>Collaboration Workshop</strong></td>
<td>192 appointments (including a special workshop in summer)</td>
<td></td>
</tr>
<tr>
<td><strong>How to Paraphrase</strong></td>
<td>73 appointments - thanks to the Writing Hub!</td>
<td></td>
</tr>
<tr>
<td><strong>Strategies &amp; Tools</strong></td>
<td>41 appointments - thanks to the Library!</td>
<td></td>
</tr>
<tr>
<td><strong>AI Training Meeting appointments</strong></td>
<td>143</td>
<td></td>
</tr>
<tr>
<td><strong>IMP Meeting appointments</strong></td>
<td>858</td>
<td></td>
</tr>
<tr>
<td><strong>Universal pre-req meeting appointments</strong></td>
<td>1135</td>
<td></td>
</tr>
<tr>
<td><strong>Over 4000</strong> students, faculty &amp; staff attendees at AI preventative education programs and presentations</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Integrity Mentorship Program Expanded

220 students participated in the mentorship program this year.

This is more than 4 times as many as the prior year!

We hired our first new mentors in Fall 2019. Overall, we’ve hired 14 new mentors this academic year, bringing new talent into our team!

The core of the mentorship program is one-on-one, face-to-face, meetings. We have taken those meetings remote while maintaining the high student success rate in our program.
This year we received 18 student entries with a variety of different media such as video, sculpture, poetry, and visual art.

We thank our EWI Contest Committee members for their flexibility and dedication in these unprecedented times:
- Michael Kalichman, Research Ethics Program
- April Cha, Educational Technology
- Timothy Chu, Geisel Library
- Jane Wehrle, Academic Advising
- Alexis Orrick, Student Advocacy
And the winners were....

1st Place: Eunice Kim
1st Runner-Up: Amanda Chanthanivong

Honorable Mentions:
Lauren Suh
Anthony Tran, Kita Yui & Grimbsy Kalo
Megan Lok
Joyous Herron

Rounded corners didn’t make for a well-rounded runner
--viewpoint from a fictional runner with the improper headspace--

You touched it and it became something
Not because your hands were that of a tactful magician
But because no one could touch it the exact same way you did

I didn’t like the way the grit sometimes rolled around in my shoes as I ran
Miniscule grit managed to cut my nimble strides
And I could not pardon that
If I bought thick soled socks
And padded shoes with the sewn on visual mantra
How could the grit get in my socks?
Tainting my socks and my Achilles’ heel
I have been forced to pause
To peer into the damp shoe for the intruder
So I tied my laces so hard my feet gasped
My feet were blue, but I avoided the grit
Each year, the University honors Integrity Champions - those UC San Diego community members who have made substantial contributions to academic, research and professional integrity over the previous 12 month period.

The event is organized by the Research Ethics Program and the Academic Integrity Office in collaboration with the Executive Vice-Chancellor's Office. A

We thank our Awards Selection Committee members for their help in selecting the 2020 Champions:

- April Cha, Educational Technology
- Cesar Figueroa, Warren College (2018 Integrity Award Recipient)
- Chandresh Khimji, Integrity Mentor & Peer Educator
- Emily Trask, Center for Student Involvement (2019 Integrity Award Recipient)
- Eric Mah, Clinical & Translational Research (2018 Integrity Award Recipient)
- Lisa Porter, Theatre & Dance (2018 Integrity Award Recipient)
- Michael Kalichman, Research Ethics Program
- Sara Gianella Weibel (2019 Integrity Award Recipient)
- Tricia Bertram Gallant, Academic Integrity Office
UC San Diego Integrity Champions 2020

Isabel Rivera-Collazo, Assistant Professor Department of Anthropology & Scripps Institution of Oceanography

Cheryl Harrelson, Associate Vice Chancellor Annual Giving and Pipeline Development

Although this year we were not able to hold our annual ceremony due to the pandemic, we do honor two integrity champions and look forward to honoring them in person next year!

For more information on the awardees and to hear them talk, go to https://academicintegrity.ucsd.edu/events/integrity-awards/index.html
And we couldn’t have done it without the other AIO staff and volunteers...
Tricia, Amanda, and Erica continued to be the cornerstone of the office this past year! They all spent countless hours training the new staff members and providing critical institutional and department knowledge in a year full of new challenges. We could not have done it without their knowledge, patience, and dedication!
Our Assistant Coordinators help facilitate with the AI’s daily functions and serve as a resource to our Peer Educators. Assistant Coordinators help with our Integrity Mentorship Program, Proctor Pool, Integrity Peer Educator Program, and our communication strategies!
Our Assistant Coordinators Were the Engine Behind our Virtual Front Desk!

AIO Virtual Front Desk

Please be prepared to have your UCSD ID. We will be with you shortly.
In Fall 2019, we were faced with an unprecedented number of students assigned to take AI Training with us. We were fortunate to be able to “keep” Karla on after her graduation for one quarter to help us accommodate about 200 students in our “after-education”. Klaas joined us in October to fill in as our Operations & Marketing Coordinator and then stayed on to help us with an unprecedented 77% increase in caseload!

Karla Mendez, Education Coordinator

Klaas Van Der Wey
Interim Office Administrator (October 2019-March 2020)
Case Coordinator (April-December 2020)
Our Integrity Proctors

Our Proctors are undergraduate students who are trained to enable faculty to employ best integrity practices while giving exams.

Zoe Li
Brandon Shim
Amanda Huynh
Ziad Maatouk
Sally Duong
Jiaqi Huang
Tushita Tandon
Ngoc Ly
Jyphenie Zhao
Daniel Lee
Phuoc Kim Tran
Pauline Tran
Yulin Liu
Yuqing Pan
Nitika Jain
Caitlyn Sydnie Khuu
Yiting Wang
Jacob Hohn
Meghedi Zargarian

Pamela Elguezabal
Jeff Liao
Yihan Wang
Tamara Kawa
Yu Lin Ma
Namphuong Nguyen
Ahmed Hussaini
Susan Gu
Matthew Crooks
Seth Ricarte
Kenny Ferman
Ahmad Darweesh
Jinghong Luo
Jolyne Duong
Sydney Hu
Zeliang Liu
Nathaniel Qin
Ankitha Kaki
Ashley Yen
Idally Reyes-Lopez
Elana Rangel

“This was a lifesaver and the students were perfectly professional and knew what they were doing. Thank you!”

“Please keep doing this program. It's great help for us to stop cheating!”
Our Peer Educators

Integrity Peer Educators have 1:1 appointments with students at all stages of the AI process, lead small group discussions in the AI seminar and workshops, participate in outreach and events, and help us to promote integrity across UC San Diego.

“*The Peers were very welcoming, non-judgmental and helpful.*

“The Peers have really helped me understand my own core values, added very thought provoking questions, and have given me ideas on how to move forward.”

Aaron Apte
Alejandra Contreras
Alexander Juarez
Alex Li
An Nguyen
Annie Jia
Arina Wang
Ashwin Ganesh
Belen Robles
Caitlin Balmores
Chan Khimji
Charles Wang
Chris Contreras
Cindy Cao
Clara (Wenqi) Sun
Daisy Chan
Dorsa Gohardoust
Elise Anthenien
Emma (Yun) Lou
Gray Hanson
Ingrid Dinh
Janice Ma
Jeremy Molina
Jeremy Silverstein
Ji Hyun Kang
Kaitlyn Hoo
Karrin Huang
Kia Pakravesh
Louis Li
Lucy Chan
Madeleine Thomson
Madi Miyake
Maria Manzo
Marissa Loa
Oyu Amarbayar
Molly Zhan
Nicole Tran
Patrick Pei
Rebeca Lopez
Samar Idlibi
Sherry Xu
Salomon Gallo
Shivanshu Gupta
Stephanie Tam
Swathi Senthil
Tiffany Liao
Yen Tran
Yuen Yu
Mentors have 1:1 meetings with the students who are at risk of suspension. They go over several topics that educates them about integrity and provides them with tools and resources required to excel with integrity.

“...It was then that I saw these two strangers react with humanity and compassion... They were patient and deviated from the agenda to attend to me and this helped me to fully engage with their words of wisdom. After that, I felt more connected with the agendas and talking points.”
And a special thank you to our campus partners
The Appropriate Administrative Authorities (AAAs) work very closely with the AI Office in our shared responsibility for the implementation of the Integrity Policy and Procedures.
Academic Integrity Review Board (AIRB) members serve tirelessly to ensure that we maintain the integrity of our university degrees while providing due process to our students. We so appreciate their voluntary service, especially this year!

**Faculty Board Members**
- **Arts & Humanities**: John Welchman, Saba Bazargan, Tamara Smyth
- **Biological Sciences**: Carolyn Kurle, Chris Armour, Jim Cooke, Lisa McDonnell
- **Colleges**: Carrie Wastal
- **Engineering**: Bhasker Rao, Chia-Ming Uang, Drew Hall, Julian McAuley. Mia Minnes, Qiang Zhu, Francesco Lanza Di Scalea, Veronica Eliasson
- **Health Sciences**: Bill Kremen, Erin Morgan, Thomas Marcotte
- **Physical Sciences**: Brian Leigh, Jason Schweinsberg, John Eggers, Kaixuan Ni, Kenneth Intriligator, Leonid Butov, Max (Massimiliano) Di Ventra, Mike Tauber, Skip (Robert) Pomeroy
- **Rady School of Management**: Snehal Banerjee
- **Social Sciences**: David Wiens, Erik Gartzke, Gordon Dahl, James Hamilton, Stephan Anagnostaras

**Graduate Student Members**
- **Biological Sciences**: Raymond Mak, Susan Lubejko, Wendy Chen
- **Engineering**: Chad Warren, Gautam Akiwate
- **Physical Sciences**: Daniel Crocker, Jor-el Briones, Juan Ybarra, Mariam Salib, Sean Purcell
- **Arts & Humanities**: Matthew Wills
- **SIO**: Nathálí Cordero Quiros

**Undergraduate Student Members**
- **Marshall**: Aditi Mukund, Emily Han
- **Muir**: Meagan Montalto, Michael Guzman, Summer Jubran
- **Revelle**: Bassel Hatoum, Vickie Kuo
- **Roosevelt**: Caitlin King, Fiona Fisher
- **Sixth**: Christine Peng, Megan Wang
- **Warren**: Derek Hsi, Kimberly Yew
AS Advocacy

AS Advocates are a free and private resource that helps students who have been alleged with academic integrity violations. They are dedicated to the mission of providing due process to students and educating students about academic integrity.

Leadership
Alexis Orrick, Senior Associate Vice-President
Jenna Sutherlan, Director of Internal Affairs
Oscar Montero Vega, Director of External Affairs

Student Advocates
Miranda Thompson
Bernice Garcia
Tara Kade
Sean Monroe
Owen James
Misha Alam
Miriam Grant
Caeden Hart
Alexandra Sarkis
Education Allies

This is a shout-out to those who invited us to their “homes” or worked closely with us to provide academic integrity education and outreach to their students, IAs, staff and/or faculty.

AI Training Workshops
The Library: Timothy Chu & Amanda Roth
The Writing Hub: Matt Nelson & Maggie Thach

Integrity Tutorial
Digital Learning Hub: April Cha
ITS: Arthur Zavala, Christina Ivany, Daron Chock

Preventative Education Presentations

<table>
<thead>
<tr>
<th>Academic Personnel</th>
<th>Athletics</th>
<th>Chancellor’s Scholars Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chemistry &amp; BioChemistry</td>
<td>Cognitive Science</td>
<td>Colleges Residential Life</td>
</tr>
<tr>
<td>Computational Science, Mathematics &amp; Engineering</td>
<td>Computer Science &amp; Engineering</td>
<td>Economics</td>
</tr>
<tr>
<td>Education Studies</td>
<td>Electrical &amp; Computer Engineering</td>
<td>Engaged Teaching Hub</td>
</tr>
<tr>
<td>GPS</td>
<td>Graduate Division</td>
<td>History</td>
</tr>
<tr>
<td>IDEA, Jacobs School of Engineering</td>
<td>International Students &amp; Programs Office</td>
<td>Japanese Studies</td>
</tr>
<tr>
<td>Making of the Modern World</td>
<td>Materials Science &amp; Engineering</td>
<td>NanoEngineering</td>
</tr>
<tr>
<td>Parent &amp; Family Programs</td>
<td>Physics</td>
<td>Political Science</td>
</tr>
<tr>
<td>Rady School of Management</td>
<td>Scripps Institution of Oceanography</td>
<td>Summer Bridge</td>
</tr>
<tr>
<td>UCSD Emiriti Association</td>
<td>UniversityLink Medical Science Program</td>
<td></td>
</tr>
</tbody>
</table>
The strength in this Council is its membership involving students, faculty and administrators from all over campus, all of whom have a vested interest in ensuring “excellence with integrity” at UC San Diego.

Alexis Orrick, AS Advocacy
Allison Riley, Academic Integrity Office
Amanda Brovold, Academic Integrity Office
Andrew Kaplan, Extension Studies
April Bjornsen, Graduate Division
April Cha, The Commons (Digital Learning)
Heidi Keller-Lapp, Making of the Modern World
Jane Wehrle, College Advisor Representative
Jeffrey Saikali, Department Advisor Representative
Joanna Boval, Office for Students with Disabilities
Katie Mcgann, Athletics
Malou Amparo, Residential Life Representative
Matthew Nelson, The Commons (Writing Hub)
Mike Kalichman, Research Ethics Program
Patricia Scott, Dean of Student Affairs Representative
Renee Lee, Summer Sessions
Stephanie Estrada, Success Coaching
Timothy Chu, Library
Tricia Schueler, ISPO
Wayne Yang, Provost Representative

The Integrity Advisory Council provides advice and direction on three issues of prime importance to UC San Diego:

- integrity & ethics education for students
- integrity & ethics outreach to faculty
- integrity policy and processes
Committee on Integrity Policy & Procedures

The Committee on Integrity Policy & Procedures was newly formed in 2019-2020 to:

- review academic integrity procedures
- provide input into necessary changes to Policy, Procedures & Sanctioning Guidelines
- help craft proposed revisions

The Committee is chaired and staffed by the AI Office Director and its membership is comprised of representatives or appointees from the AAAs, Senate, the AI Review Board, Associated Students, Graduate Student Association, and Advising.

We thank the members for 2019-2020 for their service and look forward to working with them again in 2020-2021:

Alexis Orrick, AS Advocacy
April Bjornsen, Graduate Division
Brian Leigh, AIRB Faculty Member
Christina Schmid, Extension Studies
Clare Harrington, Dean of Advising
Frank Ho, Academic Records
Geoff Voelker, Senate Representative
Leslie Carver, Provost
Patricia Scott & Jason Thibodeaux, Dean of Student Affairs
Renee Lee, Summer Sessions
Our Honorary Integrity Champions 2020!

Heidi Keller-Lapp, Retired, MMW Associate Director
Eleanor Roosevelt College

Kathleen D. Johnson
former Assistant Dean of Undergraduate Education

Trish Scott, Retired, Dean of Student Affairs
Eleanor Roosevelt College

We want to give a special shout-out to these three women who gave much of themselves to academic integrity over the years before moving on in their personal & professional journeys. We cannot thank them enough for their dedication to integrity!
from our family to yours!

Thank You!

UC San Diego
ACADEMIC INTEGRITY OFFICE