

Intellectual Integrity

[The text of section I is closely based on the statement about Intellectual Integrity adopted by the Faculty on April 1, 1968; the process and text of points II and II is based on the 2013 Academic Integrity Code]

Preamble

Intellectual integrity is an essential condition for the health of an academic community and is vital to the achievement of its intended objectives. Consequently, any effort on the part of a person to submit work that is not their own in fulfillment of course or examination requirements cannot be tolerated.

I. Definition of Cheating

- A. The use or attempted use of any form of notes, tables, books or other devices (whether paper, electronic, or other media) to assist in the writing of an examination or test of any kind is strictly prohibited except in those instances when an instructor permits or prescribes the use of given materials.
- B. The use of quotations.

seems appropriate. They will submit documentation or evidence of cheating and their punishment to the Office of Academic Affairs within five (5) class days.

2. If the incident is not the student's first offense, the faculty member will submit the evidence of cheating to the Office of Academic Affairs, which will investigate the incident and mete out an appropriate punishment. This may include suspension or dismissal.

B. Appeals Process

1. If a student accepts the finding of cheating and the punishment, no further action is needed.
2. If a student wishes to appeal the finding of cheating and/or the severity of the punishment, they must make an appeal in writing to the Office of Academic Affairs within five (5) class days of receiving notification of the accusation of cheating and punishment.
3. The Office of Academic Affairs will organize a meeting of the Honor Board to hear the student's appeal within five (5) class days. The Honor Board will consist of two students and two faculty members.
4. A Dean from the Office of Academic Affairs will normally chair the hearing.
 - a) If the hearing is an appeal of a second offense punishment (II.A.2), the meeting will be chaired by a faculty member on the

H1.7 (ec 0. (ec 0.a (w 0.273 0 T(m)-2 (b)-9u)-3.5 (p)-927 (th)-6)(g)Td ()Tj EMC /

withdraw from the class as long as they do so before the withdrawal deadline.

- a) If they have begun the appeal process before the deadline but the Honor Board has not issued a ruling before the deadline, the deadline for that student to withdraw from the class will be extended to the date of the hearing plus six (6) class days.
2. If the incident is the student's first Honor Code violation and the punishment is an F in the class, the student may not withdraw from the class.
3. If the incident is not the student's first Honor Code violation, they cannot withdraw from the class.

III. Honor Board Composition and Duties

A. Composition of the Honor Board

1. The Honor Board will be comprised of
 - a) Voting members:
 - (1) three students
 - (2) three faculty members
 - b) A Dean from the Office of Academic Affairs (normally, the Dean of Faculty).

B. Selection Process

1. Student Members:
 - a) The Student Senate will appoint three of its members to serve on the Honor Board, after their spring elections in April.
 - (1) Students must have a cumulative 2.0 GPA and have no Honor Code violations (which will be confirmed by the Office of Academic Affairs) to be able to serve on the Honor Board.
 - (2) Students will serve on the Honor Board from May 1 to April 31.
 - b) If a student position becomes vacant, the Senate will appoint a replacement from among other senators. The replacement must meet the criteria listed above (III.B.1.a.(1)).
2. Faculty Members:
 - a) The Office of Academic Affairs will recruit three faculty members to serve on the Honor Board.
 - (1) They will serve staggered three-year terms.
 - (2) If a faculty member position becomes vacant, the Office of Academic Affairs will recruit a replacement to serve the remainder of the term.

(3) Faculty members should be drawn frommtro (3)