

Academic Integrity: Recommended Minimum Sanctions
Approved by Faculty Senate 3-2-16, Academic Cabinet 5-10-16, and University Cabinet 5-26-16

Any violation of the Academic Integrity Code will result in Academic Integrity Probation and a letter of reprimand from the Academic Integrity Director. In addition, depending on the severity of the offense, additional penalties may be imposed. Sanctions generally include but are not limited to those listed below.

Minor Violation: A minor violation is recognized as a violation of concern, but not to the level of severity to warrant the student's automatic failure of the course.			
Level/Definition	Examples	First Offense Sanctions	Repeat Offense Sanctions
<p>Level I violations may occur because of inexperience or lack of knowledge of the principles of academic integrity. Often they are characterized by the absence of dishonest intent on the part of the student committing the violation. These violations are generally quite limited in extent, occur on a minor assignment, and represent a small fraction of the total course work.</p>	<ol style="list-style-type: none"> 1. Working with another student on a laboratory activity or homework assignment when collaboration is prohibited; or 2. Failing to properly cite or give proper acknowledgment in a very limited section of an assignment. <p>Registering a Level I violation provides the opportunity for the student(s) to receive formative education on the principles of/policies regarding academic integrity.</p>	<p>Sanctions for Level One violations generally include but are not limited to one or more of the following:</p> <ol style="list-style-type: none"> 1. Reduced credit for the original assignment (reduction in grade for the assignment in question, dropping the grade from the average, or allowing the student to re-do and resubmit the assignment with or without an additional requirement that is graded). 2. Required participation in a noncredit workshop or seminar on Academic Integrity 3. An assigned paper or research project on academic integrity. 4. A make-up assignment that is more directed and intensive in design than the original assignment. 5. Disciplinary warning 	<p>A repeat violation at Level I will be generally be treated as a Level II violation but depending on the circumstances may be treated as a Level III violation.</p>

<p>Level II violations are breaches of academic integrity that are more serious or that affect a more significant aspect or portion of the course work compared with Level I violations.</p>	<ol style="list-style-type: none"> 1. Quoting directly or paraphrasing, to a moderate extent, without acknowledging the source 2. Submitting the same work, or major portions thereof, to satisfy the requirement of more than one course without permission from the instructor to whom the work is submitted for the second or subsequent time. 3. Signing in a classmate on an attendance sheet. 4. Emailing an instructor or telling an instructor a lie to avoid taking an examination or to receive an excused absence from class. 	<p>Sanctions for Level II violations generally include but are not limited to one or more of the following:</p> <ol style="list-style-type: none"> 1. A failing grade on the assignment 2. Voiding credit for the original assignment and supplementing with another assignment that is more difficult than the original. 3. Reduction in the overall course grade 4. Required participation in a noncredit workshop or seminar on ethics or academic integrity 	<p>Treated as a Level III violation</p>
<p>Major Violations: Recognized by the faculty as a violation of significant concern, warranting at minimum the student's automatic failure of the course. A major violation assigned in an individual course results in the automatic failure of the course.</p>			
Level/Definition	Examples	First Offense Sanctions	Repeat Offense Sanctions
<p>Level III violations are breaches of academic integrity that are more serious in nature or that affect a more significant aspect or portion of the course work.</p>	<ol style="list-style-type: none"> 1. Repeat Level II violations 2. Presenting the work of another student (such as from a previous semester's work) or work purchased from an on-line source as one's own 3. Copying work on exams 4. Plagiarizing major portions of a written assignment 5. Acting to facilitate copying during an exam 	<p>The sanction for Level III violations generally include but are not limited to:</p> <ol style="list-style-type: none"> 1. Failure of the course 2. Suspension from the university if the academic dishonesty is committed while the student is already on academic integrity probation or when the act committed involved advance planning, falsification of papers/forms or documents, 	<p>Treated as a Level IV violation</p>

	<ol style="list-style-type: none"> 6. Using prohibited materials, such as books, notes, cell phones, or calculators during an examination 7. Altering examinations for the purposes of re-grading 8. Acquiring or distributing copies of an examination from an unauthorized source prior to the examination period 9. Removing or damaging posted or reserve material, or preventing other students from having access to the material 10. Fabricating a doctor's note for the purposes of missing an exam 11. Fabricating sources that are not, in fact, sources 	<p>collaboration with others, or some actual or potential harm to other students.</p>	
<p>Level IV violations represent the most serious breaches of academic integrity.</p>	<ol style="list-style-type: none"> 1. Committing a violation of academic integrity after returning from suspension for a previous violation of academic integrity 2. Committing a violation of academic integrity that is unlawful or resembles criminal activity (such as forging a grade form, stealing an examination from a university office, buying a stolen examination, falsifying a 	<p>The sanction for Level IV violations generally is permanent expulsion from the University. A notation is generally placed on the student's transcript.</p>	<p>Normally results in permanent expulsion from the University with no opportunity for repeat offense. Under the rare circumstance that a student committing a Level IV violation is re-admitted to the University, a repeat offense of academic integrity would result in the permanent expulsion of the student from the University.</p>

	<p>transcript to gain access to the university to altering the record of work done at the university</p> <ol style="list-style-type: none"> 3. Having a substitute take an examination for someone else 4. Fabricating evidence, falsifying data, quoting directly or paraphrasing without acknowledging the course, and/or presenting the ideas of another as one's own in a senior thesis, a master's thesis, a doctoral dissertation, a scholarly article submitted for publication, or any other work represented as his or her own by a graduate or professional student 5. Sabotaging another student's work through actions designed to prevent the student from successfully completing an assignment 		
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** - Adapted from Cumberland University Academic Integrity Policy