Policies and Procedures

WICHITA STATE UNIVERSITY

2.17 Student Academic Integrity

I. **Initiating Authority**

    A. The Provost or their designee is the initiating authority for this policy. The Provost is responsible for the development and implementation of policies and procedures for the administration of the Student Academic Integrity policy. The Provost is responsible for notifying the University community of substantial changes to this policy.

    B. Additionally, the ~~Associate Dean of Students~~Dean of Students or designee serves as the primary Conduct Administrator, unless otherwise designated by the Vice President of Student Affairs. The Conduct Administrator is responsible for Student Conduct & Community Standards to oversee and administrate the policies and procedures for the Student Academic Integrity policy.
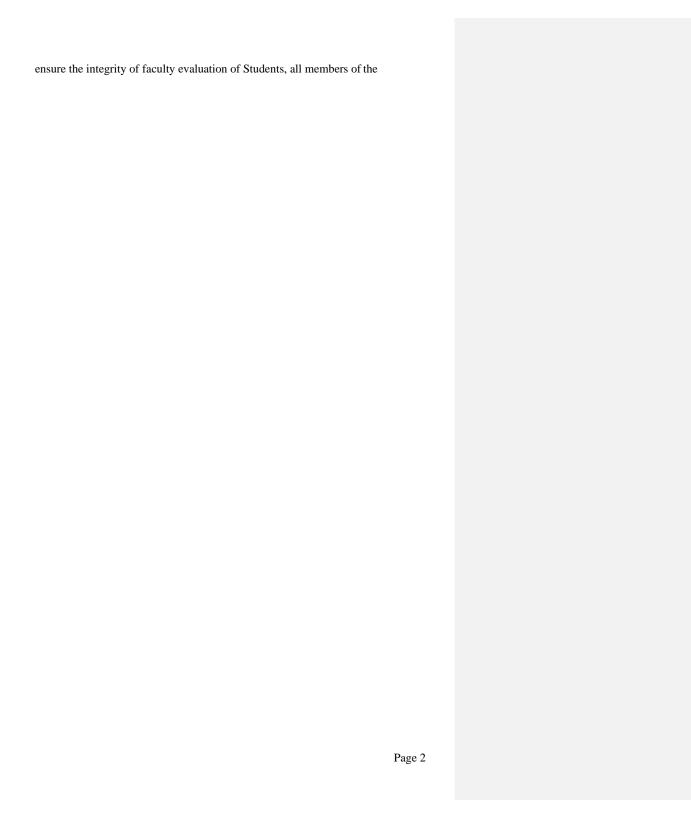
II. **Person/Groups involved in Review**

    A. This policy shall be reviewed a minimum of every three years under the direction of the Provost.

    B. Other parties that may be included in the review of the Student Code of Conduct include:

        1. Student Conduct & Community Standards office staff;

        2. Associate Vice President for Academic Affairs;

        3. Associate Vice President for Student Affairs & Dean of Students;

        4. Vice President for Student Affairs;

        ~~4.~~5. Student Advocate, as appointed by Student Government Association

        ~~5.~~6. Faculty Senate; and

        ~~6.~~7. Office of General Counsel.

III. **Purpose Statement**

    A. This policy sets forth the expectations for the responsible acquisition, discovery, and application of knowledge by Students at the University, including the ethical use of information resources, and to ensure the integrity of academic credit and degrees conferred by the University.

    B. The University is committed to the ethical pursuit of knowledge. In order to

ensure the integrity of faculty evaluation of Students, all members of the

University community share responsibility for ensuring that Students have demonstrated successful mastery of the learning objectives for each Academic Activity. By conferring a degree, the University is assuring the general public that the Student has successfully met all requirements for graduation, including meeting the learning objectives for each Academic Activity. Indifference to academic misconduct is not a neutral act—failure to confront and or deter such behaviors will reinforce, perpetuate, and increase the prevalence of academic misconduct in the University community.

C. Students are expected to complete independent, original work for each academic course or activity unless otherwise specified by the Faculty Member. Students should seek clarification when in doubt. Faculty Members are required to communicate their expectations regarding Academic Integrity; including, but not limited to, collaboration, information sharing, and conducting ethical research. All syllabi must include information (or refer the student to accessible information) on the Student Academic Integrity policy. Additionally, Faculty Members are expected to adhere to the policy pertaining to the reporting and resolution of alleged violations of Student Academic Integrity.

D. Discretion is expected by those involved in the Academic Integrity process, especially as related to investigations of academic misconduct allegations. Details should only be shared with those that are on a need to know basis, and with compliance of FERPA.

IV. Policy Statement

A. As members of the University community, all Students, Student Groups, and Student Organizations are expected to display respect for the rights of themselves and others and to be accountable for their behavior. Lack of familiarity with University Policy is not a defense to a violation of this policy. Unless specifically noted in the policy definition, intent is not a required element to establish a policy violation.

B. Academic misconduct includes a broad range of infractions. The following list, while not comprehensive, provides examples of actions that violate the expectations for the responsible acquisition, discovery, and application of knowledge by Students at WSU:

1. **Plagiarism** – Representing the words, ideas, graphics, or any portion of another's work, whether published or unpublished, as one's own and/or without appropriate and/or accurate citation/attribution.

2. **Unauthorized Use or Possession of Materials or Resources** – Using or possessing any materials or resources during an Academic Activity without the express permission of, or in a manner that is inconsistent with the express permission of, the Faculty Member. Unauthorized use of materials or resources includes, but is not limited to, any electronic device;

course textbooks, articles, cheat sheets, other print sources; and/or looking at another individual's current or previous academic work. This includes submission of materials that were purchased or otherwise obtained by an outside or commercial source (e.g. ghostwriting or pay-for-paper services).

3. **Unauthorized Collaboration or Consultation** – Collaborating or consulting with another individual or group during an Academic Activity without the express permission of the Faculty Member.

4. **Fabrication, Falsification, or Misrepresentation of Information** – Providing fabricated or falsified information or misrepresenting information in an Academic Activity or related to academic attendance or other academic requirements.

5. **Academic Interference** – Engaging in any behavior or taking any material(s) for the purpose of interfering with an Academic Activity. Academic Interference includes, but is not limited to: removing, concealing, damaging, destroying, or stealing materials or resources that are necessary to complete or perform an Academic Activity; tampering with another person or group's work; and/or interfering with another Student's academic performance.

6. **Unauthorized Resubmission** – Submitting an Academic Activity which has been previously submitted for credit, publication, or presentation without authorization from the Faculty Member to which the submission is made. This provision also applies when repeating a course, regardless of whether or not a grade was awarded for the previous enrollment period.

7. **Facilitation of Academic Misconduct** – Engaging in behavior that facilitates another person or group's ability to engage in or causes another person or group to engage in academic misconduct, including but not limited to providing another Student with a copy of the Student's work and/or access to unauthorized materials or resources, or forcing or coercing another Student to complete academic work on behalf of another.

8. **Bribery** – Offering, giving, receiving, or soliciting any funds, goods, services, or anything else of value in exchange for an academic advantage for any Student.

9. **Unauthorized Sale, Distribution, or Receipt of Academic Materials** – Buying, selling, receiving, or distributing academic materials without the express permission of the Faculty Member including, but not limited to previous assessments, study guides, solutions manuals, lecture slides, or any other form of intellectual property. This includes, but is not limited to, providing academic materials to crowdsourced digital databases and web platforms.

10. **Research Misconduct** – Research Misconduct, as defined in and prohibited under, Policy 9.13/Misconduct in Research (NEEDS LINK). Alleged violations of research misconduct will be addressed pursuant to policy 9.13. However, academic sanctions may be made when the alleged research misconduct impacts or is any way tied to the Student's academic work.

V.   Definitions

A.   For the purpose of this policy only, the following definitions shall apply:

1.   **Academic Activity -** Any draft, assignment, assessment, examination, project, applied learning (e.g. internships, co-ops, practicums, field experiences or trips, clinical experiences, or Student teaching), research, publication, presentation, or other activity that is completed, submitted, and/or required to fulfill course or degree requirements or obtain a specific distinction, or is conducted in conjunction with an academic program or course.

2.   **Conduct Administrator –** the ~~Associate Dean~~Dean of Students, or their designee, authorized to address a Student, Student Group, or Student Organization's concerns.

3.   **Faculty Member -** Any member of the University community who has responsibility for classroom or other teaching activities, mentoring, or academic evaluation of a Student. This includes, but is not limited to, instructors, researchers, applied learning/practicum supervisors, teaching assistants, research assistants, graduate assistants, lab assistants, and course and program directors.

4.   **Student -** Any individual who has been notified of admission to the University; is enrolled in, auditing, or participating in any University course or program; is assigned a space in a University owned or managed housing facility; or has a continuing relationship with the University. This includes, but is not limited to, Orientation, Intensive English, National Student Exchange, and Study Abroad. An individual is considered a Student until they notify the University they are no longer a Student, or the University informs them that they are no longer a Student for reasons including, but not limited to, withdrawal, transfer, graduation, academic disqualification, or expulsion. An individual who has been suspended is still considered a Student during the suspension period. Students who leave the University before an Academic Integrity complaint is resolved may be prohibited from future enrollment and/or accessing University records until the matter is resolved.

5.   **Student Group -** Any number of persons who are associated with the University and each other, but who have not registered, or are not required to register, as a Student Organization that conducts business or participates

in University-related activities. Student Groups include, but are not limited to, Student Government Association, Student Activities Council, musical or theatrical ensembles, sport clubs, or intercollegiate or independent varsity athletic teams.

6. **Student Organization -** Any Student-led organization that has been approved and is recognized by the Student Government Association.

7. **University -** Wichita State University (WSU) and its affiliates.

8. ***University Policy -*** Any written guidelines of the University or the Kansas Board of Regents as found in, but not limited to, the *Student Code of Conduct, Housing and Residence Life Handbook, Graduate/Undergraduate Catalogs, Student Organization & Advisor Handbook, WSU Policies and Procedures Manual, Library Facilities Policy, Board of Regents Board Policy Manual, Traffic Regulations, and/or Intramural Sports Handbook.*

VI. Administrative Procedures

A full listing of the Student Academic Integrity administrative procedures can be found in the Academic Integrity Handbook (NEEDS LINK). Faculty Senate approval is needed for all changes to the Academic Integrity Handbook.

VII. Related University Policies

Policy 9.13/Misconduct in Research

(NEEDS LINK)

Academic Integrity Handbook

(NEEDS LINK)