

*Academic Integrity Workshop Revised Script*

Material in **bold** is what PA should say (paraphrasing is encouraged!) Material in (parentheses) is notes for PAs, and optional suggestions.

Workshop for students: Saturday, August 25, 2:30-3:30 PM (PA locations)

Bring this script, plus a handout for each student. (DOS office should provide them.)

- (10 min) Introductory discussion questions
  - **What does the term “academic integrity” mean to you?**
  - **Why is academic integrity important?**
  - **What have been your past experiences with or observations of academic integrity situations or academic dishonesty?**
  - (If you need examples to get discussion going: What kinds of situations with your peers have you dealt with having to do with academic integrity? Has anyone ever asked to see your homework before you handed it in? How did you respond?)
- (15 min) Multiple choice quiz (handout) on various kinds of academic dishonesty; discussion of answers.
  - **Please take about five minutes to take the quiz on your handout.** (Time 5 min.)
  - (After most people are done) **How many chose “clearly acceptable” for item one? How many chose “it depends”? How many chose “not acceptable”?** Depending on the question and the votes, **could someone who chose XXX explain their answer?** Conduct discussion, arrive at a consensus on each question. Keep an eye on the clock—you have less than one minute to discuss each question!
  - **In some situations (2, 6, 10, 12, 13) the behavior is clearly unacceptable. \In some situations (7, 8) the behavior is clearly acceptable.**
  - **In many situations (e.g. 1, 3, 4, 5, 9, 11, 14), what is acceptable “depends”. When in doubt, err on the side of caution, and ask the professor!**
- (5 min) **Here are some actions that count as academic dishonesty under Clark policy: cheating, plagiarism, unauthorized collaboration, alteration or fabrication of data, participating in dishonest activities.** (A more complete definition of each of these is at the end of these notes, but the most common ones were included in the quiz.)
  - **Here is Clark’s official procedure for dealing with violations of academic integrity. The purpose of this process is to provide due process protection for both the faculty and the student.**

- **Faculty is supposed to report suspicions to Dean McKenna. Student can also consult with Dean McKenna (e.g. if wrongly accused).**
- **Dean McKenna meets with student.**
- **If student accepts charges, finding is guilty. If student denies charges, College Board decides guilt. Professor recommends punishment, College Board decides.**
- **Punishment may range from a letter of warning to expulsion from the University. The most common punishment for a first time offence is a failing grade for the course. For subsequent offences, punishment is more severe.**
  
- (15 min) **One of the most common kinds of cases that comes before College Board is plagiarism.**
  - **What does the term plagiarism mean to you?**
  - **Why do you think students plagiarize?** (run out of time, don't understand original, couldn't say it any better)—write these on board if possible.
  - **What can a student do to avoid falling prey to each of these “reasons”?**
  - **Turn to the back of handout. Look at the first paragraph (which is a sample of original text from the summer reading book). Then look at the next two examples of student paraphrasing. Take about 5 minutes to make a list of what did each student did well, and what s/he could improve. It's OK to discuss this with a partner if you would like.**
  - (Wait five minutes, or until people seem to be done working.) **What did you see in the first paraphrase—what was done well, and what could have been done better?** (Room for improvement: some phrases and sentences quoted verbatim, without quotation marks, or else only slightly changed; full source not cited; page number not cited.)
  - **What did you see in the second student paraphrase?** (Done well—full source cited; page number cited; student used his/her own words except when quoting. Room for improvement: page number of quote not cited.)
  
- (10 min, as time permits) **Sometimes you can get into awkward situations with peers or friends over academic integrity issues. Let's talk about how you could handle a few such situations.**
  - **What would you do if your friend asked to see your paper before it was due?**

- **What would you do if you saw someone looking at your paper during an exam?**
  - **What would you do if you saw someone looking at class notes during an exam?**
  - **Wrap-up—What are your questions/comments?**
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From <http://www.clarku.edu/offices/aac/integrity.cfm#Section%20I:%20%20Academic%20Dishonesty>

Definition of academic dishonesty:

**Cheating** has three principal forms:

- Unauthorized use of notes, text, or other aids during an examination or in performance of course assignments.
- Copying the work of another.
- Handing in the same paper for more than one course unless the faculty members involved give their explicit permission to do so.

**Plagiarism** refers to the presentation of someone else's work as one's own, without proper citation of references and sources, whether or not the work has been previously published. Submitting work obtained from a professional term paper writer or company is plagiarism. Claims of ignorance about the rules of attribution, or of unintentional error are not a defense against a finding of plagiarism.

**Unauthorized collaboration** refers to work that students submit as their own but which was arrived at through a process of collaboration without the approval of the professor. Since standards on appropriate or inappropriate collaboration may vary widely among individual faculty, students should make certain they understand a professor's expectations before collaborating on any class work.

**Alteration or fabrication of data** includes the submission or changing of data obtained by someone else or not actually obtained in the performance of an experiment or study, except where allowed by the professor. It also includes the changing of data obtained in the performance of one's research.

**Participating in or facilitating dishonest activities** includes, but is not limited to:

- Stealing examinations
- Forging grade reports or grade change forms, or altering academic records
- Sabotaging the work of another student
- Selling, lending, or otherwise distributing materials for the purpose of cheating
- Forging or altering senior clearance forms
- Forging letters of recommendation
- Forging signatures on any official university documents