Background: On January 22, 1986, The Academic Senate Chair asked the Fairness Board and Student Affairs Committees to review campus policies on cheating and plagiarism. The Fairness Board of 1985-86 and 1986-87 worked on a proposal which was brought forth jointly with the Student Affairs Committee and which was passed by the Academic Senate in Spring 1987. The President returned the proposal (unsigned) on June 15, 1987 with comments prepared by G. Irvin. After additional deliberations by the current Fairness Board, a meeting between Board representatives and G. Irvin took place (January 1988) in preparation of a new policy proposal. The new proposal incorporates that which is important to the administration within a policy which is supported by the Fairness Board and is similar to the policy approved by the Academic Senate last year.

WHEREAS, The present CAM policy on cheating is extremely short and lacks definition; and

WHEREAS, It would be desirable to add further language regarding plagiarism to the CAM policy; therefore, be it

RESOLVED: That the present guidelines on cheating (CAM 674) be replaced with the following:

674.1 Definition of Cheating

Cheating is defined as obtaining or attempting to obtain, or aiding another to obtain credit for work, or any improvement in evaluation of performance, by any dishonest or deceptive means. Cheating includes, but is not limited to: lying; copying from another’s test or examination; discussion of answers or ideas/relating to the answers/questions on an examination or test, unless such discussion is specifically authorized by the instructor; taking or receiving copies of an
Policy on Cheating

Cheating requires an "F" course grade and further attendance in the course is prohibited. However, if a student appeals the charge of cheating, s/he shall be permitted to remain in the class through the appeals process. The instructor is obligated to place evidence of the cheating in writing before the Dean of Student Affairs with copies to the department head of the course involved, to the student, and to the department head of the student's major. Physical evidence, circumstantial evidence, and testimony of observation may be included. Said memorandum should notify the student that if he or she denies cheating an appeal is possible through the Fairness Board once the department head of the course of record has been consulted regarding the appeal. Instructors should be confident that cheating has occurred; if there is any doubt, the student should be consulted and/or additional information sought prior to taking action for cheating. Students' rights shall be ensured through attention to due process.

Instructors should be diligent in finding potential opportunities for cheating to occur.

In the event that the Dean of Student Affairs identifies a student to be guilty of more than one cheating offense, this shall be considered sufficient cause for the initiation of disciplinary action.

The Dean of Student Affairs shall determine if any disciplinary action is required in addition to the assignment of a failing grade. Disciplinary actions which are possible include, but are not limited to: required special counseling, special paper or research assignments, loss of student teaching or research appointments, loss of membership in organizations, suspension or dismissal from individual programs or from the University. The most severe of these possible actions shall be reserved for grievous cheating offenses or more than one offense by an individual.

Definition of Plagiarism

Plagiarism is defined as the act of using the ideas or work of another person or persons as if they were one's own, without giving proper credit to the source. Such an act is not plagiarism if it is ascertained that the ideas were arrived at through independent reasoning or logic or where the thought or idea is common knowledge.
Acknowledgement of an original author or source must be made through appropriate references; i.e., quotation marks, footnotes, or commentary. Examples of plagiarism include, but are not limited to, the following: the submission of a work, either in part or in whole, completed by another; failure to give credit for ideas, statements, facts or conclusions which rightfully belong to another; failure to use quotation marks when quoting directly from another, whether it be a paragraph, a sentence, or even a part thereof; close and lengthy paraphrasing of another’s writing without credit or originality; use of another’s project or program or part thereof without giving credit.

674.4 Policy on Plagiarism. Plagiarism may be considered a form of cheating and therefore subject to the same policy described in Section 674.3 above which requires notification of the Dean of Student Affairs and includes possible disciplinary action (See 674.2). However, as there may be a lack of understanding or editing of poor attention to format, some instructor discretion is appropriate. Under such circumstances, notification of the Dean of Student Affairs is not required. At the event of plagiarism, an instructor may choose to counsel the student and offer a remedy (within his/her authority) which is less severe than that required for cheating, provided there was no obvious intent to deceive. However, an instructor may not penalize a student for plagiarism in any way without advising the student that a penalty has been imposed. The instructor should further advise that an appeal is possible through the Fairness Board, once the department head has been consulted regarding the appeal. Instructors should be confident that plagiarism has occurred. If there is any doubt, the student should be consulted and/or additional information sought prior to taking action for plagiarism. Students' rights shall be ensured through attention to due process.

Proposed By:
Student Affairs Committee/
Fairness Board Committee
February 17, 1987
Revised May 3, 1988
In June, Charles Crabb forwarded to me the subject resolution adopted by the Academic Senate. Based upon an opportunity to review the revised resolution during the summer by the Vice President for Academic Affairs, I am pleased to approve the Academic Senate resolution.