

Regulation 4.001 Code of Academic Integrity.

(1) Purpose. Students at Florida Atlantic University are expected to maintain the highest ethical standards. Dishonesty is considered a serious breach of these ethical standards, because it interferes with the University mission to provide a high quality education in which no student enjoys an unfair advantage over any other. Dishonesty is also destructive of the University community, which is grounded in a system of mutual trust and places high value on personal integrity and individual responsibility.

(2) Definitions. The FAU Code of Academic Integrity requires a faculty member, student, or staff member to notify an instructor when there is reason to believe dishonesty has occurred in a course. The instructor must pursue any reasonable allegation, taking action where appropriate. The following constitute dishonesty:

(A) Cheating

- i. The unauthorized use of notes, books, electronic devices, or other study aids while taking an examination or working on an assignment.
- ii. Providing unauthorized assistance to or receiving assistance from another student during an examination or while working on an assignment.
- iii. Having someone take an exam or complete an assignment in one's place.
- iv. Securing an exam, receiving a copy of an exam, or sharing a copy of an exam.

(B) Plagiarism

- i. The presentation of words or ideas from any other source or another person as one's own.
- ii. Failure to put someone else's words in quotation marks, using the proper citation.
- iii. Putting someone else's ideas or facts into your own words without proper citation.
- iv. Giving an incorrect citation.
- v. Turning in someone else's work as one's own, including the buying and selling of term papers or assignments.

(C) Other Forms of Dishonesty

- i. Falsifying or inventing information, data, or citations.
- ii. Failing to comply with examination regulations or to obey the instructions of an examination proctor.
- iii. Submitting the same paper or assignment, or part thereof, in more than one class.
- iv. Any other form of dishonesty, as stated in the course syllabus

(3) Procedures

(A) If the instructor determines that there is sufficient evidence to believe that a student engaged in dishonesty, the instructor will meet with the student at the earliest possible opportunity and inform the student of the instructor's perception of the facts.

(B) If, after this meeting, the instructor continues to believe that the student engaged in dishonesty, the instructor will provide the student a brief written statement of the charges

and the penalty. A copy of this statement shall be sent to the chair of the department administering the course.

(C) The student may request a meeting with the instructor and the department chair to review and discuss the instructor's decision and the student's rights and recourse. Such request for a review meeting must be made in writing and received by the department chair within five (5) business days of receipt of the instructor's statement. It is not the role of the chair to affirm, amend, or reverse the finding of the instructor. After the review meeting, the department chair will provide the student and the Dean of the college administering the course a summary of the student's concerns and the instructor's position.

(D) The student may appeal in writing to the Dean of the college administering the course. The appeal must be received by the Dean within five (5) business days of receipt of the chair's summary from the review meeting. The Dean will convene a Faculty-Student Council ("Council"), which will be composed of the Dean, two faculty members, and two students. The Dean will act as chair of the Council, direct the hearing, and maintain the minutes and all records of the appeal hearing, which will not be transcribed or recorded. The hearing is an educational activity subject to student privacy laws/regulations, and the strict rules of evidence do not apply. The student may choose to be accompanied by an advisor, but only the student may speak on her/his own behalf. The student and instructor may present testimony and documents on his/her behalf. Additional witnesses may be permitted to speak at the Dean's discretion and only if relevant and helpful to the Council. The Council will make a recommendation to affirm or void the instructor's decision. The Dean will inform the student in writing of the Council's recommendation within five (5) business days of the Council's decision.

(E) The University Provost or designee will review the recommendation of the Council and determine the action to be taken. The University Provost or designee will notify the student, Dean, and instructor of the decision in writing. This decision by the Provost or designee constitutes final University action.

(F) If no appeal is initiated, the Dean or chair will notify the University Registrar of the final grade and if a notation ("Violation of Code of Academic Integrity, University Regulations 4.001") shall be included on both the student's official transcript and on the student's internal record. If an appeal is initiated, the University Provost or designee will notify the University Registrar.

(4) Penalties

(A) The instructor will determine the penalty to be administered to the student in the course. Penalty grades cannot be removed by drop or forgiveness policy. Students should be aware that, in some Colleges/programs, failure in a course or a finding of dishonesty may result in other penalties, including expulsion or suspension from the College/program.

(B) If a first offense, the student may elect to enter a peer counseling program administered by the Division of Student Affairs within six (6) months of the final finding and prior to conferral of the degree. Upon successful completion of this program, the notation regarding violation of the Code of Academic Integrity will be expunged from the student's official transcript. The grade, however, will remain unchanged. Also, the notation will remain in internal University student records.

(C) If a repeat offense, even if the notation of violation of the Code of Academic Integrity had been expunged from the official transcript as a result of successful completion of the peer counseling program, the student will be expelled from the University.

Specific Authority 240.227(1), 240.261 FS. Law Implemented 120.53(1)(b), 240.202, 240.261 FS., 6C-6.0105, F.A.C. History—New 10-1-75, Amended 12-17-78, 3-28-84, Formerly 6C5-4.01, Amended 11-11-87. Formerly 6C5-4.001.