

Annual Report on Student Discipline Matters

January 1, 2010 – August 31, 2010\*

Statistical Summary – Non-academic Discipline Incidents\*\*

Statistical Summary – Academic Dishonesty Incidents\*\*

University Board on Student Discipline \*\*\*

Senate Committee on Disciplinary Appeals \*\*\*

- \* The reporting period has changed from the calendar year to the academic year. Next year the reporting period will be from September 1, 2010 to August 31, 2011.
- \*\* **Section 6.1 of Policy S10.03 states:** The Registrar and the Senior Director, Student and Community Life, shall maintain a statistical summary of cases which are handled through their offices each year, and these data shall be included in the Annual Report on Student Discipline Matters.
- \*\*\* **Section 6.2 of Policy S10.03 states:** In addition to the data in 6.1, the Annual Report on Student Discipline Matters must contain a summary of the UBSD Tribunal's decisions, the President's decisions, SCODA's decisions and the penalties imposed. This report will be accessible to the University community and will be submitted to Senate for information except where the Tribunal, SCODA or the President determine that cases or parts of cases should not be disclosed. The Summary must not disclose the identities of the parties. A set of decisions which does not disclose the identities of the parties shall be maintained in the office of the Secretary of the UBSD and is available for review upon reasonable notice.



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**MEMORANDUM**

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<b>ATTENTION</b>	Senate	<b>DATE</b>	November 18, 2010
<b>FROM</b>	Tim Rahilly	<b>PAGES</b>	4
<b>RE:</b>	Annual Report of Student Conduct: November 1, 2009 through to August 31, 2010		

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According to the policy on Principles and Procedures for Student Discipline S10.02, “The Registrar and the Senior Director, Student and Community Life must maintain a statistical summary of cases handled through their offices each year, and this data must be included in the Annual Report to Senate on Student Discipline Matters.” I have been seconded from my position as Senior Director, Student & Community Life and the position is not being backfilled. Accordingly, I am reporting on behalf of Student Services in my role as Associate Vice-President Students & International (pro tem).

In previous reports, the reporting period was November 1<sup>st</sup> through October 31<sup>st</sup> of each calendar year. We have been asked to change the reporting period to reflect the academic year (September 1<sup>st</sup> through to August 31<sup>st</sup>) so for this transition year, the report reflects a ten month period (November 1, 2009 through to August 31, 2010).

Simon Fraser University is committed to creating a scholarly community characterized by honesty, civility, diversity, free inquiry, mutual respect, individual safety and freedom from harassment and discrimination. Each student is responsible for his or her conduct as it affects the University community.

The procedures for handling student misconduct outlined in Policy S10.01, Appendix 1. As per the policy, reports of misconduct are forwarded to the Senior Director, Student and Community Life who will give the student an opportunity to meet and discuss the situation. The Senior Director, Student and Community Life is empowered to take one or more of the following courses of action:

- i. seek an informal resolution;
- ii. recommend the student receive counselling or other professional assistance and, if necessary, assist the student in obtaining counselling or other professional services;
- iii. issue a formal written reprimand to the student;
- iv. assess and recover costs to rectify the damage or loss caused by the student;
- v. require the student to write a letter of apology to any person adversely affected by the student’s behaviour;
- vi. require the student to perform up to 50 hours of community service;
- vii. terminate the student’s scholarships or other financial support;
- viii. refer the matter to the University Board of Student Discipline (UBSD).

This report does not include cases of student criminal activity which have taken place on campus that are currently before the courts. However, cases that have already been disposed of by the courts and are then followed up under the Code of Academic Integrity and Good Conduct policy are included.

Table 1 – Misconduct Cases from 2006 to Present

	2006-2007	2007-2008	2008-2009	2009-2010*
Disruptive or Dangerous	24	8	17	10
Damage or Theft	13	9	3	12
Fraud and Misuse	4	1	3	0
Unauthorized Presence	1	1	1	0
Misuse of Procedures	1	0	0	0
University Policies	1	2	6	1
Firearms & other Weapons			0	0
Illegal Conduct			0	0
<b>TOTAL</b>	<b>44</b>	<b>21</b>	<b>30</b>	<b>23</b>

\*2009-2010 reporting period is for November 1, 2009 to August 31, 2010

Chart 1 – Percentage of Misconduct Cases by Category (November 1, 2009 – August 31, 2010)

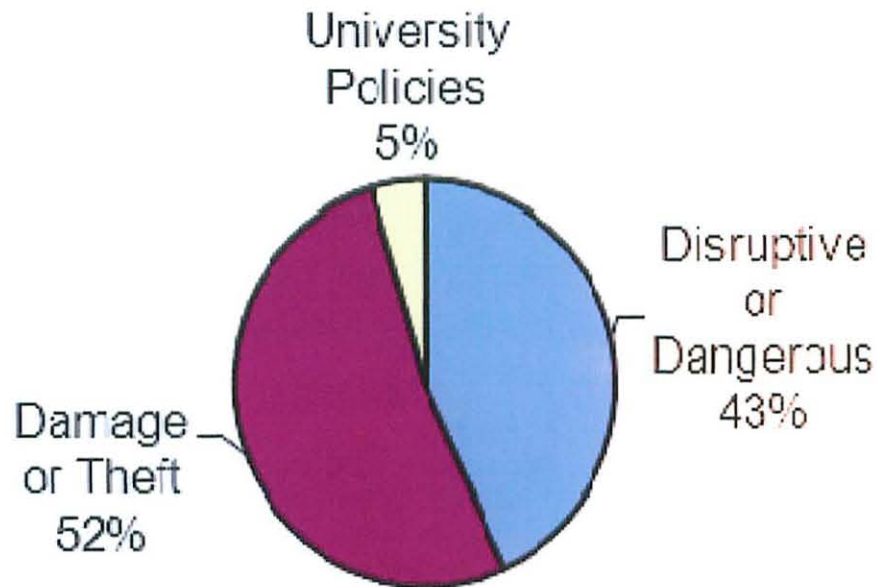


Table 2 – Incident Type & Sanctions imposed (November 1, 2009 – August 31, 2010)

**Non Academic Student Discipline Incidents**

Incident Type	%	Resolution							
		Seek Informal Resolution	Recommend Professional Assistance	Issue a Formal Reprimand	Recover Costs	Require Written Apology	Require Community Service	Terminate Financial Aid	Refer to UBSD
Disruptive or Dangerous Behaviour	10					X	X		
			X	X		X	X		
			X			X	X		
					X				
			X						
			X	X		X			
		X		X		X			
					X				
Damage, Destruction or Theft	12			X		X			
				X		X			
				X					
				X		X			
				X					
				X		X			
				X		X	X		
				X		X			
				X					
					X				X
Fraud and Misuse	0								
Unauthorized Entry / Presence	0								
Violation of University Policies	1					X			
<b>TOTAL</b>	<b>23</b>	<b>1</b>	<b>4</b>	<b>17</b>	<b>0</b>	<b>13</b>	<b>4</b>	<b>0</b>	<b>1</b>
<b>Percentage*</b>		<b>4%</b>	<b>17%</b>	<b>74%</b>		<b>57%</b>	<b>17%</b>	<b>0%</b>	<b>4%</b>

\* Each case can result in multiple actions; accordingly percentages will total more than 100%

There are a few general observations I would like to share with Senate:

- The prorated number of incidents is similar this year to last year.
- As has been the practice in past years, cases clearly stemming from mental health issues are managed separately; provided the student agrees to that, the disciplinary process is not brought to bear. Nonetheless, there has been an increase of cases reported under this Policy where students have been referred to counseling. There is no provision under the Policy that permits me to compel a student to follow the recommendation to seek counseling.
- The use of alcohol remains a strong correlate to incidents of student misconduct.

Respectfully Submitted,

A handwritten signature in black ink that reads "Tim Rahilly". The signature is written in a cursive, slightly slanted style.

Tim Rahilly, Ph.D.





SENATE AND ACADEMIC SERVICES

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MEMORANDUM

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ATTENTION Senate  
FROM Kate Ross, Registrar and Executive Director, Student Enrollment  
RE: ACADEMIC DISCIPLINE REPORT 2009-2010

DATE November 18, 2010

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This report covers the period from January to August 2010 to provide timelier reporting and, in future, to align the reporting period with the student misconduct report (September to August). The revised Academic Honesty and Student Conduct Policy became effective May 2009. This policy requires reporting of academic dishonesty incidents to the Registrar’s office.

There are 43 active Academic Integrity Advisors representing programs, departments and faculties coordinated by the Academic Integrity Coordinator in the Registrar’s office. The Academic Integrity Advisory Committee has named Elaine Fairey as Chair and it meets once each term.

The Academic Integrity Coordinator in the Registrar’s office collects and compiles data regarding academic dishonesty cases from units across all three campuses. Between January and August 2010, 179 incident report forms were filed in the Registrar’s office. Twenty-three of thirty-four academic units reported incidents. Nine cases involving repeat offenders were identified through the central database and dealt with either by the Registrar or the Academic Head following established policy.

Table 1 below lists the most common types of incidents that occur and Table 2 details the breakdown of penalties assigned. Table 3 looks at the breakdown of incident reports by Faculty.

The Academic Integrity Advisory committee wishes to bring to the attention of Senate that 47% of students with academic dishonesty records in this period are International students. 65% of these were for incidents involving cheating and 35% were for plagiarism issues. It is hoped that by highlighting this statistic, more effort might be made by the University with regard to orientation and support for international students.

**TABLE 1**

<b>Type of Incident:</b>	<b>January-December 2009</b>	<b>January-August 2010</b>
<b>Plagiarism</b> Examples: -substantial portions of first two pages are direct quotes from other sources; Figures were taken directly from Open University material, no citation. - term paper contains at least 15 plagiarized passages copied or slight paraphrased from at least 9 different sources. - major term paper in writing intensive research methods courses, copied sentences directly from on-line sources and conveyed these as their own writing, also copied directly from a journal article.	83	76
<b>Cheating on exams or assignments</b> Examples: - final paper was purchased from <a href="http://www.coursework.info">www.coursework.info</a> - changed test answers and asked for a review - tampered with date stamp on electronic essay submission - notes written on hand during first midterm - gave code for assignment to another student	94	96
<b>Fraud/Misrepresentation</b> Examples: - lab notebook sections that were to be initialed by the TA or lab instructor upon on-time complete were forgery of signature - student pretended to be an instructor and requested access to a solution manual	8	7
<b>TOTAL</b>	<b>185</b>	<b>179</b>

**TABLE 2**

<b>Penalties</b> <b>*Note: Students can receive more than one penalty</b>	<b>January to December 2009</b>	<b>January to August 2010</b>
Give the student a warning	30	27
Assign a grade penalty less harsh than 'F' for the work	32	25
Impose a failing mark for the work	104	116
Assign a grade less harsh than 'FD' for the course	10	24
Assign a grade of "FD"	3	12
Re-do the work or do supplementary work	25	17
Issue a formal reprimand	3	8

**TABLE 3**

<b>Faculty</b>	<b>Incident Reports January to December 2009</b>	<b>Incident Reports January to August 2010</b>
BUS	8	9
EDUC	1	1
ENV	2	0
FAS	68	39
FASS	74	83
FCAT	10	4
HSCI	8	4
SCI	13	39
Registrar's Office	1	0

November 2010



**University Board on Student Discipline**  
**Reporting Period: January 1, 2010 – August 31, 2010**

**UBSD Membership**

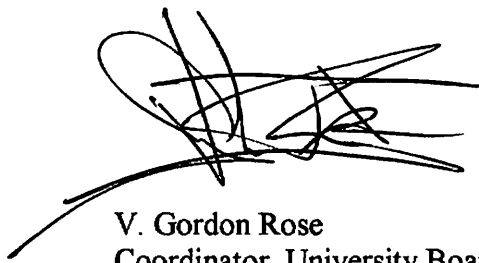
**Faculty:** V. Gordon Rose (Coordinator), Psychology (January 2009 – December 2011)  
Greg Baker, Computing Science (October 2004 – September 2010)  
Wanda Cassidy, Education (November 2008 – October 2011)  
Anne Macdonald, Business Administration (September 2006 – August 2012)

**Students:** Tara Azimi, Undergraduate, Health Sciences (September 2009 – August 2010)  
Anton Bezglasnyy, Undergraduate, Political Science (Sept 2009 – August 2010)  
Karel Casteels, Graduate, Mathematics (September 2007 – August 2010)  
Kathy McKay, Graduate, History (July 2008 – June 2011)

**Staff:** Tracy Bruneau, Computing Science (August 2004 – August 2010)  
Donalda Meyers, Education (November 2005 – October 2011)  
Harriet Chicoine, Engineering Science (January 2010 – December 2012)

Four cases concerning academic dishonesty and one case concerning theft were submitted to the University Board on Student Discipline in the period covered by the report. Two of the cases (student appeals) concerning academic dishonesty were referred to the Senate Committee on Disciplinary Appeals (SCODA) because the appeal more closely fit a “penalty appeal” rather than a “factual appeal” and therefore the UBSD was without jurisdiction to proceed.

A summary of the cases is forwarded to Senate for information.



V. Gordon Rose  
Coordinator, University Board on Student Discipline



## Student Discipline Summary

<u>File #</u>	<u>Nature of Offence</u>	<u>Outcome</u>
10-1	Academic Dishonesty – Had another student write examination on his/her behalf	The Tribunal found that the student committed academic dishonesty. The President accepted the unanimous recommendation of the Tribunal to suspend the student for six semesters commencing with the Spring 2010 semester. In addition a grade of “FD” in Econ 301 was confirmed.
10-2	Academic Dishonesty – Cheating on final examination.	Allegations of academic dishonesty appealed by student. The Tribunal was unanimously of the view that no act of academic dishonesty had been established on a balance of probabilities. The parties worked out between them an acceptable way of providing the Applicant another opportunity to write the final exam.
10-3	Theft – Student stole a large amount of Library books and sold them for money.	The student did not dispute the facts of the case. The Tribunal found that the student committed an act of theft with an estimated value of worth in excess of \$15,000. The President accepted the recommendation of the Tribunal and permanently suspended the student from the university.
10-4	Academic Dishonesty – Submitted the same assignment, along with partner, as another group.	Student appealed departmental ruling. Since student was not disputing the facts, the case was referred to SCODA by Coordinator of the UBSD. The appeal more closely fit the “penalty appeal” paradigm rather than the “factual appeal”, therefore the UBSD was without jurisdiction to proceed.
10-5	Academic Dishonesty – Submitted the same assignment, along with partner, as another group.	Student appealed departmental ruling. Since student was not disputing the facts, the case was referred to SCODA by Coordinator of the UBSD. The appeal more closely fit the “penalty appeal” paradigm rather than the “factual appeal”, therefore the UBSD was without jurisdiction to proceed.

## Senate Committee on Disciplinary Appeals

Reporting Period  
January 2010 – August 2010

The **Senate Committee on Disciplinary Appeals (SCODA)** dealt with **one** appeal during the period covered by this report involving a charge of plagiarism:

### SCODA Case Appeal No. 10-1 (plagiarism)

Appeal based on Policy S10.04, section 2.1(iii) (“the penalty imposed on the student is excessive in all the circumstances of the case.”) The penalty under appeal was a grade of “F” assigned for a graduate course by the Chair of the Department after he and the instructor observed that there was evidence of “cutting and pasting of extensive text” in the student’s final paper and that she had failed “to acknowledge the source from which this was taken almost verbatim,” contrary to S10.01, section 4.1.2 (a) of the University’s Code of Academic Integrity and Good Conduct. The Committee confirmed the original decision which remained unchanged.

### SCODA Membership as of August 2010:

**Chair:** Dr. Andrea Geiger, Department of History

**Vice-Chair:** Dr. Abraham Punnen, Department of Mathematics

### Faculty (Regular Members)

Dr. Andrea Geiger, Department of History

Dr. Geoffrey Poitras, Faculty of Business Administration

Dr. Abraham Punnen, Department of Mathematics

### Faculty (Alternate Members)

Dr. Luis Goddyn, Department of Mathematics

Dr. Peter Tingling, Faculty of Business Administration

### Students (Regular Members)

Mr. Ben Lee, undergraduate student

Mr. Ravi Patel, undergraduate student

Mr. Ken Ying, undergraduate student

### Students (Alternate Members)

Mr. Jordan Kohn, undergraduate student

Mr. Thomas Unsoeld, graduate student

### Secretary

Ms. Concetta Di Francesco, Student Academic Appeals

  
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Concetta Di Francesco  
Secretary, SCODA

  
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Andrea Geiger  
Chair, SCODA