

Annual Report on Student Discipline Matters

2006/2007

University Board on Student Discipline **
Senate Committee on Disciplinary Appeals **
Statistical Summary – Academic Dishonesty Incidents*
Statistical Summary – Non-academic Discipline Incidents*

- * **Section 11.1 of Policy T10.03 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 11.2 of Policy T10.03 states:** In addition to the data in 11.1, the Annual Report on Student Discipline Matters will 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 cases or parts of cases that the Tribunal, SCODA or the President decides should not be disclosed. Such summary shall 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..

University Board on Student Discipline
Reporting Period: January 2007 – December 2007

UBSD Membership

- Faculty: David MacAlister (Co-Ordinator), Criminology (Oct 2005 – Sept 2008)
Greg Baker, Computing Science (Oct 2004 – Sept 2010)
Deborah Connolly, Psychology (Nov 2005 – Oct 2008, 2nd term)
Anne Macdonald, Business Administration (Sept 2006 – Aug 2009)
- Students: Karel Casteels, Graduate Student, Mathematics (Sept 2007 – Aug 2008)
Jasmine Crane, Graduate Student, MPP Program (Sept 2007 – Aug 2008)
Grant Janzen, UG Student, Philosophy/Political Science (Sept 2007 – Aug 2008)
Jeff Miller, UG Student, BSc-CMNS (Sept 2007 – Aug 2008)
- Sarah Caufield, UG Student, English/Women's Studies (term end Aug 2007)
Nathalie Gagnon, Grad. Student, Psychology (term ended Aug 2007)
Colin McInnes, UG Student, Biological Sciences (term ended Feb 2007)
Keith Tierney, Grad. Student, Biological Sciences (3rd term ended Aug 2007)
- Staff: Tracy Bruneau, Computing Science (Aug 2004 – Aug 2010, 2nd term)
Donalda Meyers, Education (Nov 2005 – Oct 2008, 2nd term)
Yvonne Tabin, Continuing Studies (Oct 2006 – Oct 2009, 3rd term)

The University Board on Student Discipline dealt with ten cases of academic dishonesty in the period covered by the report. A summary of the cases dealt with by the UBSD is forwarded for the information of Senate.

In addition, one request for permission to file an appeal approximately four months past the appeal deadline was received and denied.



David MacAlister
Coordinator, University Board on Student Discipline

06-10	Academic Dishonesty – Impersonation of SFU Professor in attempt to obtain instructor material from publishing company for the course in which the student was registered	Student admitted the academic dishonesty. The President accepted the recommendation of the Tribunal and suspended the student for two semesters.
07-1-	Academic Dishonesty – Several acts of academic dishonesty in the form of preparing and submitting assignments prepared in collaboration with another, the reusing of assignments in different classes, and passing on an assignment to another student which was subsequently used by that student to plagiarize an assignment.	Student admitted the academic dishonesty. The President accepted the recommendation of the Tribunal that the student receive a letter grade of F for the course and a five semester suspension.
07-2	Academic Dishonesty – Several acts of academic dishonesty in the form of preparing and submitting assignments arranged in collaboration with another, submitting an assignment substantially derived from that of another student, reusing an assignment in different classes, and passing on an assignment to another student which was subsequently used by that student to plagiarize an assignment.	Student admitted the academic dishonesty. The President accepted the recommendation of the Tribunal that the student receive a letter grade of F for the course and a five semester suspension.
07-3	Academic Dishonesty – Two acts of academic dishonesty in the form of submitting the work of another student as own and submission of a forged physician’s note to excuse absence from midterm exam	Student admitted the academic dishonesty. The President accepted the recommendation of the Tribunal and suspended the student for one semester. The departmental penalty (F in course) to stand.
07-4	Academic Dishonesty – Plagiarism on two assignments in same course in the same semester	Student admitted the academic dishonesty. The President accepted the recommendation of the Tribunal and suspended the student for one semester. The departmental penalty (F grade in course) to stand.
07-5	Academic Dishonesty – Submission of same paper in two different courses	Student admitted academic dishonesty. The President accepted the recommendation of the Tribunal that the student receive a letter grade of F in the course.
07-6	Academic Dishonesty – Several incidents of plagiarism in graduate level and undergraduate level work	Student admitted academic dishonesty. The Tribunal recommended to the President that the student be suspended for nine semesters, grades of F for the graduate and undergraduate courses in question, surrender of the student’s SFU undergraduate degree and any copies of transcript, and a permanent note concerning the suspension on the student’s transcript. President’s decision outstanding. *
07-7	Academic Dishonesty – Alteration of a returned mid-term exam in order to receive a higher grade upon resubmission	Student appealed allegations of academic dishonesty (alteration of mid-term exam and cheating on final exam). Tribunal denied the appeal and found the student had altered the mid-term exam but found insufficient evidence to conclude cheating in final exam. Departmental penalty (F in course) to stand.
07-8	Academic Dishonesty – Alteration of grades on a transcript from another institution for submission to SFU	Student disputed allegations of academic dishonesty. Tribunal found the student was responsible for the submission of altered documents and recommended to the President that the student be suspended for four semesters. President’s decision outstanding. *

07-9

Academic Dishonesty – Alteration of medical documents submitted in support of WE application

Student admitted academic dishonesty. The President accepted the recommendation of the Tribunal that the student receive a grade of F in the courses for which WE was awarded. In addition, the student must meet several specific conditions set out by the President, otherwise a one semester suspension will be imposed for a term to be determined by the President.

File #	Nature of Offence	Outcome
07-6 *	Academic Dishonesty – Several incidents of plagiarism in graduate level and undergraduate level work	Student admitted academic dishonesty. The President agreed with the following recommendations of the Tribunal: that the student be suspended for nine semesters, that the student receive grades of F for the graduate and undergraduate courses in question, that the student surrender of the SFU undergraduate degree and any copies of transcripts, and that a permanent notation concerning the suspension be placed on the student's transcript. The student surrendered the undergraduate degree which was subsequently revoked by Senate.
07-8 *	Academic Dishonesty – Alteration of grades on a transcript from another institution for submission to SFU	Student disputed allegations of academic dishonesty. Tribunal found the student was responsible for the submission of altered document. The President accepted the recommendation of the Tribunal that the student be suspended for four semesters.

* Note: UBSD case outcomes posted following the February 4, 2008 Senate meeting.

Senate Committee on Disciplinary Appeals
Reporting Period
December 2006 to December 2007

The Senate Committee on Disciplinary Appeals dealt with one appeal in the period covered by this report.

The case (originally UBSD 06-6) dealt with an appeal under Policy T10.03, 8.1(c), "that a procedural error occurred of sufficient magnitude that it may reasonably be said to have affected the fairness of the process or altered the outcome of the case against the student" and "that the penalty imposed on the student is excessive in all circumstances of the case." The decision of the President was upheld.

Note: Concetta Di Francesco was appointed as Secretary to this Committee effective September 1, 2007.

During the reporting period, an orientation for new members was held and Kevin Stewart was elected as Chair and Andrea Geiger as Vice-Chair.

SCODA Membership as of December, 2007

Faculty (Regular Members)

Kevin Stewart, Faculty of Business Administration
Andrea Geiger, Department of History
Abraham Punnen, Department of Mathematics

Faculty (Alternate Members)


Geoffrey Poitras, Faculty of Business Administration
Rob Woodbury, Faculty of Applied Sciences

Students (Regular Members)


Carroll Boydell (Graduate Student, Arts and Social Sciences)
Joe Paling (Undergraduate Student, Arts and Social Sciences)
Murtaza Dhanani (Undergraduate Student, Applied Sciences)

Students (Alternate Members)

Karen Tse (Undergraduate Student, Arts and Social Sciences)
Amy Fox (Undergraduate Student, Arts and Social Sciences)



Concetta Di Francesco
Secretary
Senate Committee on Disciplinary Appeals (SCODA)



Kevin Stewart
Chair
Senate Committee on Disciplinary Appeals (SCODA)

Academic Discipline Report - 2007

In 2007 an Academic Integrity Coordinator was appointed and a centralized data base was initiated in the Registrar's office to track incidents of academic dishonesty. The data base was not implemented until summer of 2007 so the information listed below may not be complete.

Between March and December 2007, 119 cases were recorded in the Registrar's office. The centralized data base allowed for the identification of one repeat offender and two students who applied for a withdrawal (W.E.) from courses in which they had been found to have committed academic dishonesty.

Type of Incident:	No. of Cases:
Copied work from another student	32
Plagiarism	36
Cheating on exams	14
Submitted work which is substantially identical to the work of another student	26
Abetted acts of academic dishonesty	10
Friend wrote exam	1
TOTAL 119	
<u>Penalties:</u>	
12 -give the student a warning	
3 -issue a formal reprimand to the student	
2 -assign a grade penalty less harsh than "F" for the work	
74 -impose a failing mark for the work	
14 -impose a failing mark for the work and an additional penalty	
4 - assign a grade penalty less harsh than "F" for the course	
10 -assign a grade penalty of "F" for the course	
TOTAL 119	



Kate Ross
Registrar & Senior Director Enrollment Services

MEMO

ATTENTION Senate	TEL 2-4004
FROM Tim Rahilly, Ph.D., Senior Director Student & Community Life	
RE Annual report of Student Conduct, October 31, 2006 – November 1, 2007	
DATE December 24, 2007	

The Code of Student Conduct (Policy Number T10.01) exists to create a scholarly community characterized by honesty, civility, diversity, free inquiry, freedom from harassment, mutual respect and individual safety. The policy covers SFU student conduct in university-related activities (i.e., activities operated under University auspices at any location).

The procedures for student misconduct are outlined in SFU Policy T10.03. As per the Policy, reports of student misconduct are forwarded to the Senior Director, Student & Community Life who will give the student the opportunity to meet and discuss the situation and may take one or more of the following courses of action:

- a. seek an informal resolution;
- b. recommend professional assistance with the intention of assisting the student;
- c. issue a formal reprimand;
- d. assess and recover costs to rectify the damage or loss caused by the student;
- e. require the student to write a letter of apology;
- f. allow the student to perform up to 50 hours of community service;
- g. terminate scholarships or other financial support;
- h. refer the matter to the UBSD.

Attached is a summary table for cases of student misconduct seen by my office from October 31st 2006 to November 1st, 2007. I wish to draw your attention to some changes in the reporting format that I have implemented since taking over this duty in the Fall of 2006. Previous reports included a number of cases where the student was not seen. I have only included those cases where we have met with the student. Previous reports included:

1. Cases of theft from the bookstore where the student was issued a letter indicating the matter would be kept on file.
2. Cases where complaints were initiated but the complainer was unwilling to go on record regarding the matter.
3. Cases involving mental health concerns where an immediate referral was made but there was no follow up with regard to the perceived misconduct.

It is important to keep these changes in reporting in mind when reviewing the statistics as it may appear that we have had a decline in cases of misconduct; this is not the case. You may also note that I have indicated the category of actions taken as per the those outlined in T10.03. I

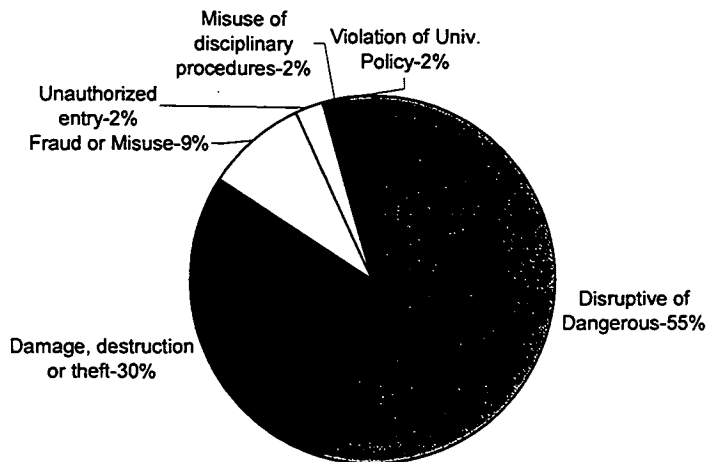
6.

have only chosen informal resolution in those cases where the student has demonstrated remorse for their actions and clearly understands how to avoid similar incidents in the future.

I would like to share some general observations with Senate with regard to this important topic.

- The vast majority of cases of misconduct involve use of alcohol. Incidents of property damage and violence are strongly associated with activities such as Pub Night and activities where a Special Occasion License (alcohol) has been issued.
- It is evident that in several cases of misconduct, the student's perceptions and thinking is compromised by mental health issues. While there have been cases where the misconduct clearly stems from diminished mental health, several other cases have involved, to some extent, mental health issues.
- This year, several complaints were made with regard to the on-line conduct of students on social networking sites such as Facebook. Based on our policy framework, many stakeholders believe that this is beyond the jurisdiction of the Policy. While this may be the case, I have followed up on the complaints outside the policy framework. For example, I have met with students to review the complaint and attempted to sensitize them to the effects of their conduct.

The attached table indicates the sanctions imposed in each case. Below, the chart indicates the broad categories of the cases dealt with during the past year.



I hope that the information provided helps the community understand this important and complex issue.

Respectfully Submitted,

Tim Rahilly

Non-Academic Student Discipline Incidents
(Nov 1 2006-Oct 31 2007)

Incident Type	Cases	Resolution								
		Seek Informal Resolution	Recommend Professional Assistance	Issue a Formal Reprimand	Recover Costs	Require written Apology	Require Community Service	Terminate Scholarship of Financial Aid	Refer to UBSD	
Disruptive or Dangerous Behaviour	24		x	x		x				
			x			x				
				x	x	x				
				x		x				
				x		x				
					x	x	x			
					x	x	x			
					x		x			
						x	x			
						x	x			
						x	x	x		
						x	x	x		
							x			
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		Damage, destruction or theft	13			x		x		
						x		x		
					x	x				
						x	x			
							x			
								x		
					x	x	x			
				x						
				x						
				x						
Case Pending										
Fraud and misuse	4			x	x	x				
					x					
						x				
Unauthorized Entry/Presence	1					x				
Misuse of disciplinary procedures	1			x		x				
Violation of University Policies	1			x		x				
Total	44	9	2	15	12	31	4	0	0	
Percentage*	100%	20%	4.5%	34%	27%	71%	9%	0%	0%	

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