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MEMORANDUM

ATTENTION Senate **DATE** February 12, 2016
FROM Rummana Khan Hemani
Registrar & Executive Director, Student
Enrollment *Pro Tem*
RE: Annual Report on Student Discipline

As per Policy S.10, Code of Academic Integrity and Good Conduct, please find enclosed the Annual Report on Student Discipline matters from [September 1, 2014](#) to [August 31, 2015](#).

Academic Discipline Annual report
Annual Student Conduct Report
University Board on Student Discipline
Senate Committee on Disciplinary Appeals

A handwritten signature in black ink, appearing to read 'Rummana Khan Hemani'.

Rummana Khan Hemani
Registrar & Executive Director,
Student Enrollment *Pro Tem*



SENATE AND ACADEMIC SERVICES

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MEMORANDUM

ATTENTION Senate DATE February 11, 2016
FROM Jo Hinchliffe, Associate Registrar
Senate and Academic Services
RE: ACADEMIC DISCIPLINE REPORT 2014-2015 *Joli*

This report covers terms from September 2014 to August 2015. The revised Academic Honesty and Student Conduct Policy effective May 2009 requires reporting of academic dishonesty incidents to the Registrar’s office.

There are 46 active Academic Integrity Advisors representing all programs, departments and faculties coordinated by the Academic Integrity Coordinator in the Registrar’s office. The Academic Integrity Advisory Committee reports to the Registrar and 2014-2015 members included: Rebecca Goyan, (chair) Lou Hafer (past-chair), Elaine Fairey, Donna McGee-Thompson, Jo Hinchliffe, Jenny Fiorini, Mark Walker, Rob Gordon, Mary-Ellen Kelm, Michael Lockett, Dean Diamond and Toby Donaldson.

The Academic Integrity Coordinator in the Registrar’s office collects and compiles data regarding academic dishonesty cases from units across all three campuses. Thirty different academic units reported incidents.

Between September 2014 and August 2015, 232 incident report forms were filed in the Registrar’s office. Of the 232 reports, 131 were for domestic students and 101 for international visa students. Year over year comparison for overall incidents has decreased by about 33%. 44% of incidents reported involved international-visa students, which is down significantly from last year. This is still not reflective of SFU’s demographics. 27 cases involving repeat offenders were identified through the central database and dealt with either by the Registrar’s Office or the Academic Unit Head following established policy.

The new course outline system template includes reference to the academic dishonesty policy and website on every outline so there is no longer a need to rely on instructors to write their own language.

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.

TABLE 1

Type of Incident:	September 2014 to August 2015	September 2013 to August 2014
Plagiarism Examples: <ul style="list-style-type: none"> - Paper contained overlap from four internet sources, uncited - Student submitted assignment which referenced material from a group project in another class - Student submitted paper on Turnitin, which indicated that 70% of the paper was directly taken from other sources without quotation, citation or any other form of attribution 	118	168
Cheating on exams or assignments Examples: <ul style="list-style-type: none"> - Folded notes were found hidden in exam seat - Student used cellphone during final exam - Student used ruler in final exam that had formula written on it 	112	170
Fraud/Misrepresentation Examples: <ul style="list-style-type: none"> - Student submitted falsified medical documents to defer exams 	2	10
TOTAL	232	348

TABLE 2

Penalties *Note: Students can receive more than one penalty	September 2014 to August 2015	September 2013 to August 2014
Give the student a warning	24	18
Assign a grade penalty less harsh than 'F' for the work	54	64
Impose a failing mark for the work	115	212
Assign a grade less harsh than 'FD' for the course	4	5
Assign a grade of "FD"	6	16
Re-do the work or do supplementary work	28	43
Issue a formal reprimand	3	3

TABLE 3

Faculty	Incident Reports September 2014 to August 2015	Incident Reports September 2013 to August 2014
BUS	17	22
EDUC	2	8
ENV	0	2
FAS	66	125
FASS	112	141
FCAT	3	14
HSCI	8	17
SCI	23	19

February 2016



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MEMORANDUM

ATTENTION Senate **DATE** February 18, 2016
FROM Dean Diamond, Student Conduct Coordinator **PAGES** 4
RE: Annual Report on Student Conduct:
September 1, 2014 through to August 31, 2015

According to the policy S10.02 - Principles and Procedures for Student Discipline, “The Registrar and the Associate Vice-President Students or designate must maintain a statistical summary of cases handled through their offices each year, and these data must be included in the Annual Report to Senate on Student Discipline Matters.” The Academic Integrity and Good Conduct Office (AIGCO) serves as the designate for the Associate Vice President Students in the response to reports of student misconduct. This report does not include repeated incidents of Academic Dishonesty by the same student (these are included in the accompanying report on Academic Discipline). This report covers the period of September 1, 2014 to August 31, 2015.

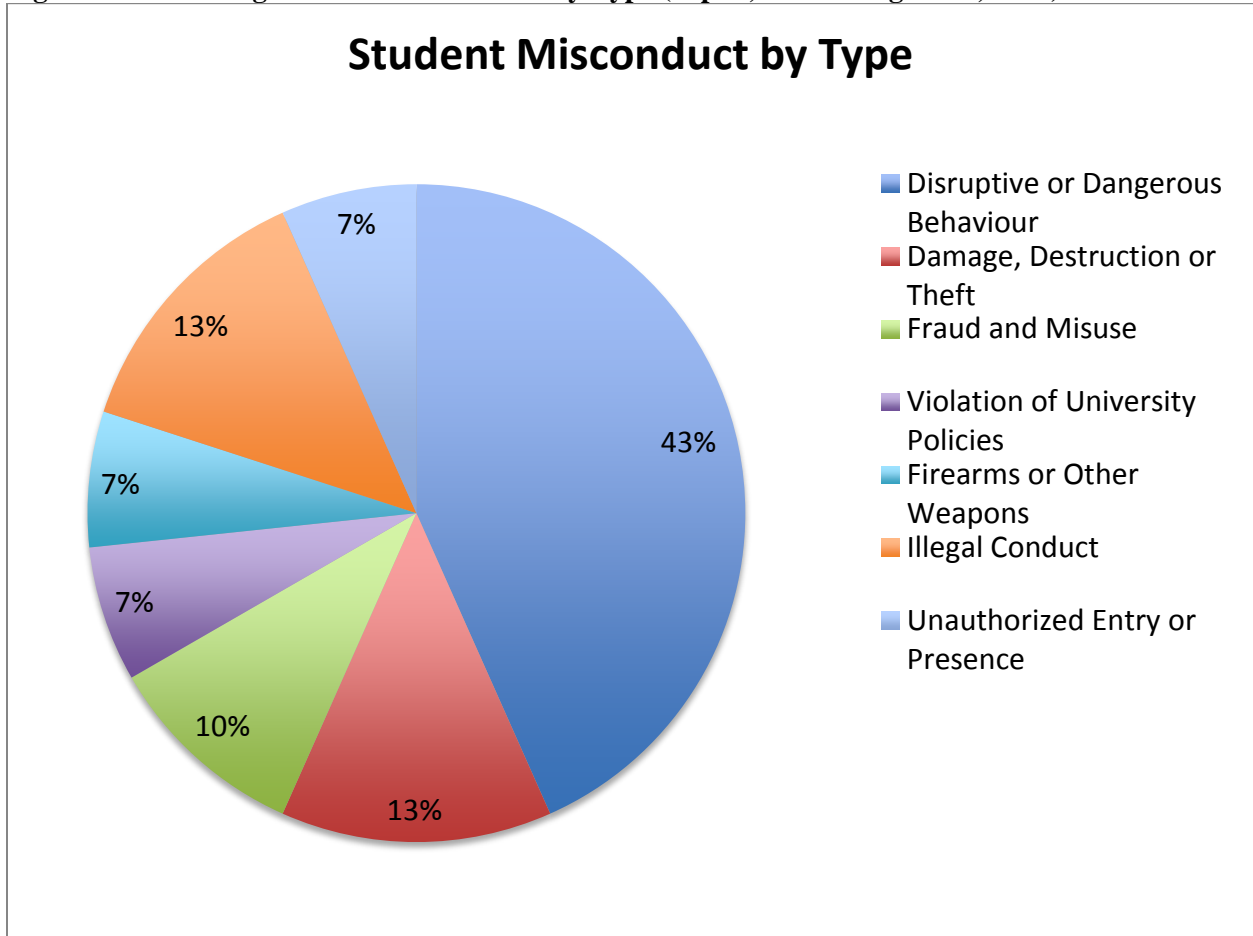
The following table and figures provide an overview of the 70 unique incidents of student misconduct reported to the AIGCO in this reporting period. The total number of incidents reported has decreased compared to last year (35% decrease), potentially due to the availability of consultations related to specific incidents or students, and outreach/in-service presentations on [Identifying & Responding to Behaviours of Concern](http://www.sfu.ca/students/studentconduct/behaviours.html) (www.sfu.ca/students/studentconduct/behaviours.html). During the 2014-2015 reporting period, 50 such consultations or presentations have been delivered.

Of the 70 reported incidents 50 resulted in a determination of ‘no misconduct’. The number of incidents involving Damage, Destruction or Theft has decreased substantially (78% decrease). **Table 1** provides a four-year history of the cases dealt with under Policy S10, categorized by type of incident. Some incidents fall into more than one category, thus the combined total of individual incident types is 80. **Figure 1** provides a percentage summary of the types of incidents that occurred in the 2014-2015 reporting period.

Table 1 – Misconduct Cases by Type from 2011 to 2015

	2011/2012	2012/2013	2013/2014	2014/2015
Disruptive or Dangerous Behaviour	11	18	12	13
Damage, Destruction or Theft	11	8	18	4
Fraud and Misuse	0	3	3	3
Violation of University Policies	4	0	15	2
Firearms or Other Weapons	0	0	1	2
Illegal Conduct	0	0	1	4
Unauthorized Entry or Presence	7	0	0	2
Misuse of Disciplinary Procedures	0	0	0	0
TOTAL	33	29	50	30
No Misconduct	-	-	58	50
COMBINED TOTAL	33	29	108	80

Figure 1 – Percentage of Misconduct Cases by Type (Sept 1, 2014 – August 31, 2015)



*Figure 1 excludes 50 reported incidents that resulted in a determination of ‘no misconduct’

Of the eight (8) students who came to the attention of the AIGCO more than once during the year, all of them were deemed ‘no misconduct’. Eight repeat cases is a substantial increase (62.5%) from last year’s repeat occurrences. Five of these eight students were provided with short term Case Management support as a result.

An additional nine (9) students were brought to the attention of the AIGCO because of complex personal circumstances that had the potential to severely impact their academic endeavours. After conducting a needs assessment, three (3) of these students were referred back to existing supports (i.e. Back on Track Program) and three (3) did not accept offered Case Management support.

Data collected for the first time in the 2014-2015 Reporting period included the student’s academic level. The highest number of reported incidents occurred during a student’s 2nd year (specifically the first term of the 2nd year) and 4th year (specifically the second term of the 4th year). **Table 2** provides a comparison of incident rates by academic level. According to the 2014-2015 reporting period data, 2nd year and 4th year students are approximately 50% more likely to be reported for misconduct than 1st and 3rd year students. 4th year students in their last term (Level 8) are 433% more likely to be reported for misconduct than 1st year students in their first term (Level 1). By comparison, only 2 reported misconduct cases involved graduate students and 1 reported incident involved a non-credit student.

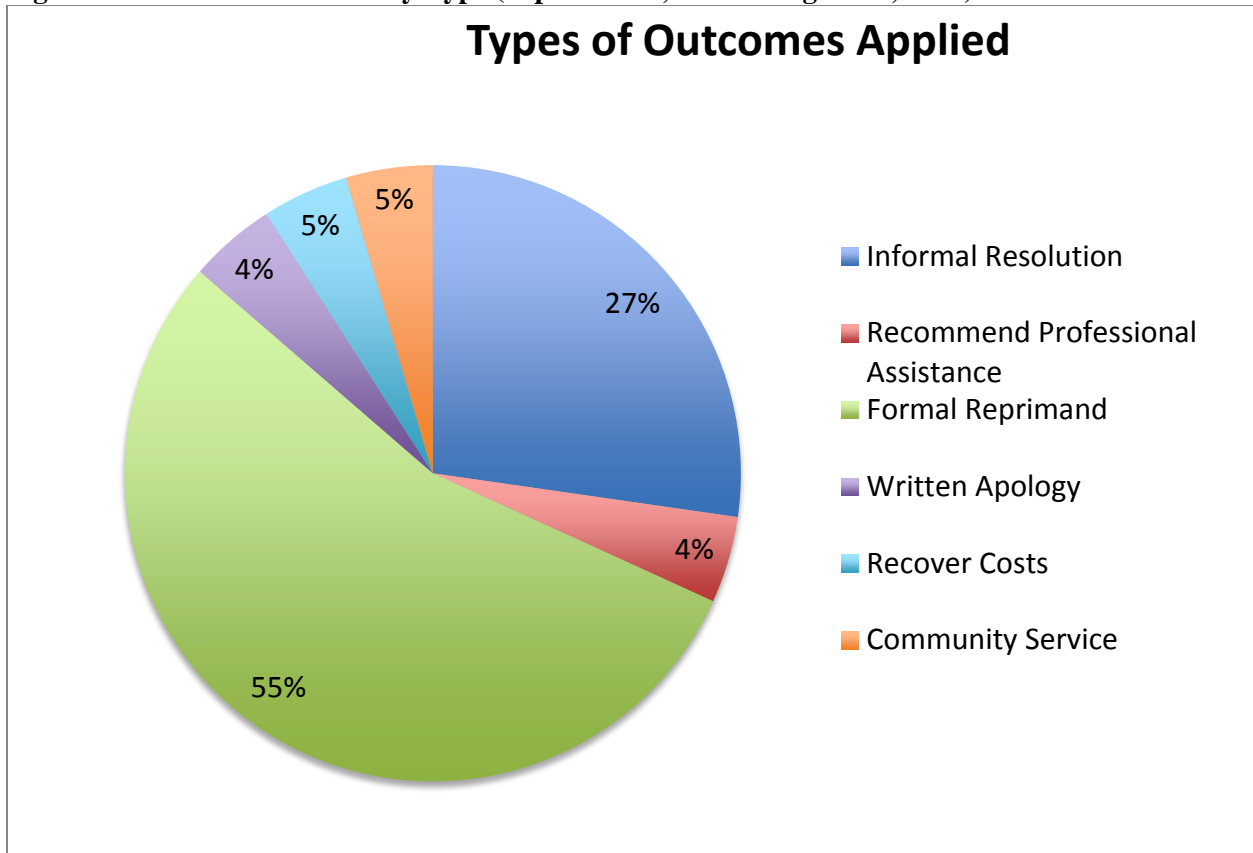
Table 2 – Misconduct Cases by Academic Level

Academic Level	# of Reported Incidents
1 st Year	
Level 1	3
Level 2	10
2 nd Year	
Level 3	14
Level 4	6
3 rd Year	
Level 5	3
Level 6	11
4 th Year	
Level 7	4
Level 8	16
Graduate	2
Non-Credit	1
TOTAL	70

*Table 2 includes all 70 reported incidents

Figure 2 provides a percentage summary of the outcomes of the cases of misconduct. More than one outcome may be applied in a single case. Formal Reprimands and Informal Resolutions continue to be the most common outcomes. No students appealed the applied outcome to the University Board on Student Discipline.

Figure 2 – Incident Outcomes by Type (September 1, 2014 – August 31, 2015)



*Figure 2 excludes 50 reported incidents that resulted in a determination of 'no misconduct'

Respectfully Submitted,

A handwritten signature in blue ink, appearing to be 'Dean Diamond', written over a horizontal line.

Dean Diamond, M.Ed. CCC
Student Conduct Coordinator
Academic Integrity & Good Conduct Office

University Board on Student Discipline

Reporting Period: September 1, 2014 – August 31, 2015

UBSD Membership

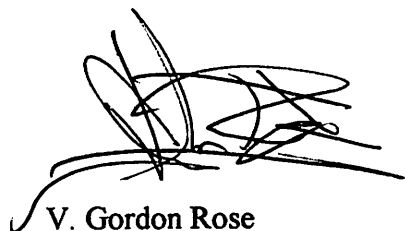
Faculty: V. Gordon Rose (Coordinator), Psychology (January 2009 – December 2017)
Kevin Douglas, Psychology (September 2010 – September 2016)
Elizabeth Elle, Biological Sciences (October 2012 - September 2015)
David Murphy, Communication (May 2014 - April 2017)

Students: Hugh Curtis, Graduate, Criminology (September 2014 – August 2015)
Erika De Torres, Undergraduate, Political Science (April 2014 – March 2015)
Subin Punnen, Undergraduate, Molecular Biology and Biochemistry (August 2014 – July 2015)
Madelaine Simpkin, Undergraduate (September 2013 – August 2015)

Staff: Tracy Bruneau, Computing Science (August 2004 – August 2016)
Harriet Chicoine, Engineering Science (January 2010 – October 2018)
Shelley Gair, Graduate Studies (November 2014 -- October 2017)

Six cases concerning academic dishonesty were submitted to the University Board on Student Discipline in the period covered by the report.

A summary of the cases is attached for information.



V. Gordon Rose
Coordinator, University Board on Student Discipline

Senate Committee on Disciplinary Appeals

Reporting Period
September 2014 – August 2015

The Senate Committee on Disciplinary Appeals (SCODA) heard two appeals during the period covered by this report; both cases involved graduate students charged with plagiarism.

SCODA Appeal No. 2015-01 (plagiarism)

This case involved a graduate student's MA thesis and a directed readings paper, which were found to contain substantial amounts of plagiarized material and improper citations. The UBSD recommended an FD grade for the directed readings course, an FD grade for the MA thesis, for the MA degree to be revoked, and for a five semester student suspension to be imposed. The President upheld this decision.

With the assistance of a lawyer, the student appealed the President's decision based on University Policy S10.04, 2.1(iii), "that the penalty imposed on the student is excessive in all the circumstances of the case;" S10.04, 2.1(ii) "that a factual error occurred of sufficient magnitude that it may reasonably be said to have altered the outcome of the case against the student;" and S10.04, 2.1(iv) "that new, material evidence is available which, despite the exercise of due diligence by the party wishing to appeal, could not have been made available at the time of the hearing giving rise to the appeal."

After a considerable presentation of the facts and deliberation by SCODA, the committee voted to uphold the President's decision.

This case represented one of the more serious ones that have come before SCODA. The SCODA report states that "SCODA finds that a plagiarized MA thesis, published by the Simon Fraser University Library, tarnishes the reputation of the entire university and diminishes the legitimate work of all SFU scholars. With the exception of a plagiarized PhD thesis, it is hard to imagine a more serious instance of student plagiarism."

Finally, SCODA noted that "given the nature and degree of plagiarism, a permanent suspension would have been appropriate. The allowance of a potential return to complete the MA degree is considered by SCODA to be lenient."

SCODA Appeal No. 2015-02 (plagiarism)

This case involved two papers submitted to the graduate student's intern supervisor during a Co-op term, which were found to contain material that was substantially plagiarized. The UBSD recommended a three semester student suspension be imposed. The President upheld this decision.

The student appealed of the President's decision based on University Policy S10.04, 2.1(iii), "that the penalty imposed on the student is excessive in all the circumstances of the case;" and S10.04, 2.1(ii) "that a factual error occurred of sufficient magnitude that it may reasonably be said to have altered the outcome of the case against the student."

SCODA found that there was no factual error in the case and all procedures were followed. However, SCODA also placed different weight on some of the mitigating factors, and in particular, concluded that there was some chance that the student did misunderstand the nature of her assignment. SCODA, therefore, reduced the penalty to a suspension of two semesters.

SCODA Membership as of August 2015:

Chair: Dr. Doug Allen, Department of Economics
Vice-Chair: Dr. Jillian McIntosh, Department of Philosophy

Senate Committee on Disciplinary Appeals – SCODA
2015 Report

Faculty (Regular Members)

Dr. Abraham Punnen, Department of Mathematics
Dr. Daniel Laitsch, Centre for the Study of Education Leadership and Policy (CSELP)

Faculty (Alternate Members)

Mr. Christian Venhuizen, Beedie School of Business

Students (Regular Members)

Mr. Iman Baharmand, Student Representative
Mr. Ranjodh Gill, Student Representative
Mr. Marc Legacy, Student Representative

Students (Alternate Members)


Mr. Hangu Kim, Student Representative

Secretary

Ms. Concetta Di Francesco, Secretary, Senate and Academic Services



Doug Allen, Chair (2014-2015)



Date