SFU OFFICE OF THE REGISTRAR
Student Services

3200 Maggie Benston Centre	TEL	778.782.3108	Sfu.ca/students
	FAX	778.782.5732	

8888 University Drive,
Burnaby, BC
Canada V5A 1S6

MEMORANDUM ————————————————————————

ATTENTION	Senate	**DATE**	March 10, 2017
FROM	Rummana Khan Hemani		
	Registrar & Executive Director,		
	Student Enrollment		
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, 2015 to August 31, 2016.

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

[signature: R K Hemani]

Rummana Khan Hemani
Registrar & Executive Director,
Student Enrollment

Student Enrollment, Student Services
3104 Maggie Benston Centre

TEL 778.782.5350
FAX 778.782.4572

joah@sfu.ca

MEMORANDUM

ATTENTION	Senate	**DATE**	March 6, 2017
FROM	Jo Hinchliffe, Associate Registrar		
	Senate and Academic Services		
RE:	ACADEMIC DISCIPLINE REPORT 2015-2016		

This report covers terms from September 2015 to August 2016. The revised Academic Honesty and Student Conduct Policy effective May 2009 requires reporting of academic dishonesty incidents to the Registrar's office.

There are 44 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 2015-2016 members included: Rebecca Goyan, (chair) Donna McGee-Thompson, Kris Nordgren, Rummana Khan Hemani, Jo Hinchliffe, Mary-Ellen Kelm, Rob Gordon, 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-three different academic units reported incidents in this time period.

Between September 2015 and August 2016, 327 incident report forms were filed in the Registrar's office. 41% were related to international visa students, down slightly from the previous year but still a concern. (2015-16 fiscal year international students made up 18% of the university total student headcount).

14 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.

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 2015 to August 2016
Plagiarism Examples: - Student submitted a reading response that was plagiarized from an online essay. - Student pasted in sentences from a website and claimed that the passages were from book reviews. No references for posted images. - Student submitted a solution to the programming project that was substantially derived from an online source without any citation of this source.	118	169
Cheating on exams or assignments Examples: - observed to have something hiding in sleeve during midterm exam, turned out to be a cell phone - During in-class quiz, student was writing two quizzes with different names on them. - Student did not submit homework on time, emailed screenshot showing submission, but the screenshot was doctored, student hadn't logged in until the day after the due date.	112	153
Fraud/Misrepresentation Examples: - Student submitted falsified medical documents to defer exams - Changed answers on test after marks received and asked for grade change.	2	5
TOTAL	232	327

TABLE 2

Penalties *Note: Students can receive more than one penalty	September 2014 to August 2015	September 2015 to August 2016
Give the student a warning	24	28
Assign a grade penalty less harsh than 'F' for the work	54	60
Impose a failing mark for the work	115	195
Assign a grade less harsh than 'FD' for the course	4	5
Assign a grade of "FD"	6	10
Re-do the work or do supplementary work	28	32
Issue a formal reprimand	3	12

TABLE 3

Faculty	Incident Reports September 2014 to August 2015	Incident Reports September 2015 to August 2016
BUS	17	19
EDUC	2	0
ENV	0	1
FAS	66	113
FASS	112	139
FCAT	3	5
HSCI	8	18
SCI	23	32

MBC TEL 778.782.9456 aigco@sfu.ca
8888 University Drive, FAX 778.782.5732 www.sfu.ca/students/studentconduct
Burnaby, BC
Canada V5A 1S6

MEMORANDUM ——————————————————————————

ATTENTION	Senate	**DATE**	March 8, 2017
FROM	Heather Roberts, Student Conduct Coordinator	**PAGES**	2
RE:	Annual Report on Student Conduct: September 1, 2015 through to August 31, 2016		

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, 2015 to August 31, 2016.

The following table and figures provide an overview of the 25 unique incidents deemed to be student misconduct by the AIGCO in this reporting period. The total number of incidents has decreased compared to last year (17% decrease), potentially due to the position of Student Conduct Coordinator being vacant for two months of this reporting period (one day/week coverage during these two months).

Table 1 provides a four-year history of the cases dealt with under Policy S10, categorized by type of incident.

Table 1 – Misconduct Cases by Type from 2012 to 2016

	2012/2013	2013/2014	2014/2015	2015/2016
Disruptive or Dangerous Behaviour	18	12	13	10
Damage, Destruction or Theft	8	18	4	2
Fraud and Misuse	3	3	3	4
Violation of University Policies	0	15	2	4
Firearms or Other Weapons	0	1	2	1
Illegal Conduct	0	1	4	0
Unauthorized Entry or Presence	0	0	2	4
Misuse of Disciplinary Procedures	0	0	0	0
TOTAL	29	50	30	25

Of the 25 cases of student misconduct during this reporting period, 20 incidents involved domestic students, while 5 cases involved international students.

Table 2 provides a comparison of incident rates by academic level. According to the 2015-2016 reporting period data, 2nd year students are 50% more likely to be reported for misconduct than 3rd year students. By comparison, no misconduct cases involved graduate students.

Table 2 – Misconduct Cases by Academic Level

Academic Level		# of Reported Incidents
1st Year		
	Term 1	6
	Term 2	1
2nd Year		
	Term 1	5
	Term 2	3
3rd Year		
	Term 1	3
	Term 2	1
4th Year		
	Term 1	5
	Term 2	1
Graduate		0
Non-Credit		0
	TOTAL	25

Table 3 provides a percentage summary of the outcomes of the cases of misconduct. Formal Reprimands and Informal Resolutions continue to be the most common outcomes.

Table 3 – Types of Outcomes Applied

Informal Resolution	12
Formal Reprimand	9
Letter of Apology	3
Referred to UBSD	1

Respectfully Submitted,

Heather Roberts, M.Ed. CCC
Student Conduct Coordinator
Academic Integrity & Good Conduct Office

University Board on Student Discipline

Reporting Period: September 1, 2015 – August 31, 2016
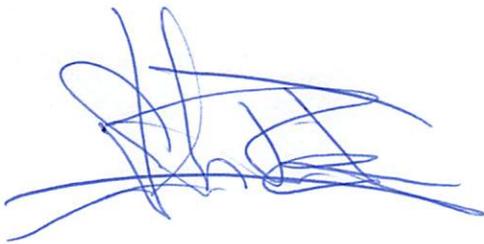
UBSD Membership

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: Jayme Lewthwaite, Graduate, Science (March 2016 – February 2017)
Barbara Szymczyk, Undergraduate, Business (September 2015 – August 2017)
Brady Yano, Undergraduate, Political Science (September 2015 – May 2016)
Gabrielle Martine, Undergraduate, Health Sciences (September 2015 – April 2016)
Sara Doulfikar, Undergraduate, French Cohort Program (April 2016 – April 2017)
Adebola Ige, Graduate, Computing Science (August 2016 – July 2017)

Staff: Tracy Bruneau, Computing Science (August 2004 – August 2019)
Harriet Chicoine, Engineering Science (January 2010 – October 2018)
Shelley Gair, Graduate Studies (November 2014 – October 2017)

Three 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

Student Discipline Summary

File #	Nature of Offence	Outcome
16-1	Academic Dishonesty under SFU Policy S 10.01, section 4.1.2(e) – Cheating on quiz by using, or attempting to use, another student's answers; providing answers to other students; [or] failing to take reasonable measures to protect answers from use by other students.	The UBSD Tribunal upheld the student's appeal, overturned the finding of academic dishonesty, and directed the Applicants quiz be graded accordingly.
16-2	Academic Dishonesty under SFU Policy S 10.01, section 4.1.2(e) – Cheating on quiz by using, or attempting to use, another student's answers; providing answers to other students; [or] failing to take reasonable measures to protect answers from use by other students	The UBSD Tribunal upheld the student's appeal, overturned the finding of academic dishonesty, and directed the Applicants quiz be graded accordingly.
16-3	Academic Dishonesty under SFU Policy S 10.01, section 4.1.2(i) – Engaging in misrepresentation with a midterm exam, including falsifying documents, to gain a benefit or advantage in a course including the submission of a forged or altered medical certificate or death certificate.	The UBSD Tribunal denied the student's appeal and confirmed the finding of the instructor that the Applicant has committed academic dishonesty. Pursuant to paragraph 3.3 of Policy S10.03, the penalty imposed by the Respondent remains unaltered.

Senate Committee on Disciplinary Appeals

Reporting Period
September 2015 – August 2016

The **Senate Committee on Disciplinary Appeals (SCODA)** heard two appeals during the period covered by this report, both cases involved plagiarism.

SCODA Appeal No. 2016-01 (plagiarism)

This case involved a graduate student. After the submission of a draft of the MA thesis, it was discovered that a portion of the thesis had been plagiarized. A subsequent investigation into earlier work completed in the graduate program revealed further and substantial amounts of plagiarism.

The department assigned grades of "FD" for the course work, which led to the student being asked to leave the program due to lack of normal progress. The student appealed the two FD grades 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."

After considerable deliberation over the arguments made by both sides, SCODA found in favor of the department.

SCODA Appeal No. 2016-02 (plagiarism)

This case involved an undergraduate who received a zero on an assignment in a first year course for four statements misattributed to a particular author, two mis-cited sources, and one use of an author's work without citation. The student appealed the grade based on Policy S10.04, 2.1(iii), "that the penalty imposed on the student is excessive in all the circumstances of the case."

SCODA found that the plagiarism had taken place, and that the professor had clearly laid out in written documents the criteria and punishments for academic dishonesty. The professor clearly stated that instances of plagiarism would receive up to zero on an assignment based on the seriousness of the case.

Given no mitigating factors in the case, SCODA upheld the penalty.

SCODA Membership as of August 2016:

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

Faculty (Regular Members)
Dr. Abraham Punnen, Department of Mathematics
Dr. Daniel Laitsch, Faculty of Education

Faculty (Alternate Members)
Mr. Christian Venhuizen, Beedie School of Business

Students (Regular Members)
Mr. Iman Baharmand, Student Representative
Mr. Jordan Binotto, Student Representative
Mr. Alex Thumm, Student Representative

Students (Alternate Members)
Mr. Ranjodh Gill, Student Representative
Mr. Gurbir Sekhon, Student Representative

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

_____
Doug Allen, Chair (2015-2016)

March 1/17
_____
Date