



OFFICE OF THE REGISTRAR
Student Services

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MEMORANDUM

ATTENTION Senate DATE March 4, 2019
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, 2017 to August 31, 2018.

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 'RKHemani'.

Rummana Khan Hemani
Registrar & Executive Director,
Student Enrollment



MEMORANDUM

ATTENTION Senate
FROM Heather Roberts, Academic Integrity
Coordinator, Senate and Academic
Services (acting)
RE: ACADEMIC DISCIPLINE REPORT 2017-2018

DATE February 26, 2019

The Code of Academic Integrity and Good Conduct requires reporting of academic dishonesty incidents to the Registrar’s office. This report covers terms from September 2017 to August 2018.

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 2017-2018 members included: Rebecca Goyan, Donna McGee-Thompson, Brad Johnson, Rummana Khan-Hemani, Jo Hinchliffe, Rob Gordon, Toby Donaldson and Heather Roberts.

The Academic Integrity Coordinator in the Registrar’s office collects and compiles data regarding academic dishonesty cases from units across all three campuses. Between September 2017 and August 2018, 405 incident report forms were filed in the Registrar’s office, which is a 61% increase over last year. This increase is likely due to two large cases from the Fall 2017 term, along with an increase in awareness among instructors regarding the importance of reporting cases of academic dishonesty. 55% of cases were related to international students, which is an increase from last year’s 41%. This is a concern as international students made up only 19% of the university student body during this time period.

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

TABLE 1

| Type of Incident: | September 2014 to August 2015 | September 2015 to August 2016 | September 2016 to August 2017 | September 2017 to August 2018 |
|---|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|
| Plagiarism Examples: <ul style="list-style-type: none"> - Student submitted a programming assignment that was copied from an online source. - Student copied information from three websites without citing the sources. - Student submitted a paper that was at least 85% plagiarized. | 118 | 169 | 137 | 126 |
| Cheating on exams or assignments Examples: <ul style="list-style-type: none"> - Student used a cellphone during an exam. - Student went to the washroom and logged into Canvas during an exam. - Student received “editing” help on an assignment through a paid service. | 112 | 153 | 112 | 265 |
| Fraud/Misrepresentation Examples: <ul style="list-style-type: none"> - Student forged instructor’s signature on notebooks in order to get marks for completion. - Student handed in false information for a coop report. | 2 | 5 | 2 | 14 |
| TOTAL | 232 | 327 | 251 | 405 |

TABLE 2

| Penalties *Note: Students can receive more than one penalty | Sept. 2014 to Aug. 2015 | Sept. 2015 to Aug. 2016 | Sept. 2016 to Aug. 2017 | Sept. 2017 to Aug. 2018 |
|--|--------------------------------|--------------------------------|--------------------------------|--------------------------------|
| Give the student a warning | 24 | 28 | 15 | 31 |
| Assign a grade penalty less harsh than 'F' for the work | 54 | 60 | 42 | 46 |
| Impose a failing mark for the work | 115 | 195 | 166 | 178 |
| Assign a grade less harsh than 'FD' for the course | 4 | 5 | 12 | 109 |
| Assign a grade of "FD" | 6 | 10 | 6 | 5 |
| Re-do the work or do supplementary work | 28 | 32 | 24 | 32 |
| Issue a formal reprimand | 3 | 12 | 5 | 19 |

TABLE 3

| Faculty | % of students in Faculty | Incident Reports Sept. 2014 to Aug. 2015 | Incident Reports Sept. 2015 to Aug. 2016 | Incident Reports Sept. 2016 to Aug. 2017 | Incident Reports Sept. 2017 to Aug. 2018 |
|----------------|---------------------------------|---|---|---|---|
| BUS | 14 | 17 | 19 | 17 | 12 |
| EDUC | 7 | 2 | 0 | 2 | 7 |
| ENV | 4 | 0 | 1 | 2 | 1 |
| FAS | 13 | 66 | 113 | 57 | 69 |
| FASS | 34 | 112 | 139 | 115 | 203 |
| FCAT | 10 | 3 | 5 | 6 | 22 |
| HSCI | 4 | 8 | 18 | 9 | 7 |
| SCI | 14 | 23 | 32 | 43 | 84 |



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MEMORANDUM

ATTENTION Senate **DATE** December 6, 2018
FROM Heather Roberts, Student Conduct Coordinator **PAGES** 2
RE: Annual Report on Student Conduct:
September 1, 2017 through to August 31, 2018

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 report on Academic Discipline). This report covers the period of September 1, 2017 to August 31, 2018.

The following table and figures provide an overview of the 27 unique incidents deemed to be student misconduct by the AIGCO in this reporting period.

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 2014 to 2018

| | 2014/2015 | 2015/2016 | 2016/2017 | 2017/2018 |
|-----------------------------------|-----------|-----------|-----------|-----------|
| Disruptive or Dangerous Behaviour | 13 | 10 | 13 | 10 |
| Damage, Destruction or Theft | 4 | 2 | 2 | 2 |
| Fraud and Misuse | 3 | 4 | 9 | 6 |
| Violation of University Policies | 2 | 4 | 4 | 6 |
| Firearms or Other Weapons | 2 | 1 | 0 | 0 |
| Illegal Conduct | 4 | 0 | 0 | 0 |
| Unauthorized Entry or Presence | 2 | 4 | 4 | 3 |
| Misuse of Disciplinary Procedures | 0 | 0 | 0 | 0 |
| TOTAL | 30 | 25 | 32 | 27 |

Of the 27 cases of student misconduct during this reporting period, 18 (67%) incidents involved domestic students, while 9 (33%) cases involved international students.

Table 2 provides a comparison of incident rates by academic level. According to the 2017-2018 reporting period data, 1st year students accounted for only 7% of the cases of misconduct, while 30% of cases were

students in the final year of their undergraduate degree program. By comparison, no misconduct cases involved graduate students.

Table 2 – Misconduct Cases by Academic Level

| Academic Level | # of Reported Incidents |
|----------------------------|-------------------------|
| 1st Year | |
| Term 1 | 2 |
| Term 2 | 0 |
| 2nd Year | |
| Term 1 | 6 |
| Term 2 | 2 |
| 3rd Year | |
| Term 1 | 5 |
| Term 2 | 4 |
| 4th Year | |
| Term 1 | 4 |
| Term 2 | 4 |
| Graduate | 0 |
| Non-Credit | 0 |
| TOTAL | 27 |

Table 3 provides a summary of the outcomes of the cases of misconduct. Letters of apology and informal resolutions were the most common outcomes. In some cases, more than one outcome was applied. In three cases, the student has not returned to SFU so there has been no resolution.

Table 3 – Types of Outcomes Applied

| | |
|--------------------------------------|----|
| Informal Resolution | 11 |
| Letter of Apology | 8 |
| Formal Reprimand | 5 |
| Referred for Professional Assistance | 3 |
| Recovery of Costs | 1 |
| Referred to UBSD | 0 |

Respectfully Submitted,



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

University Board on Student Discipline

Reporting Period: September 1, 2017 – August 31, 2018

UBSD Membership

Faculty: V. Gordon Rose (Coordinator), Psychology (January 2009 - December 2018)
Tony Williams, Biological Sciences (September 2016 – July 2019)
David Murphy, Communication (May 2014 - April 2020)

Students: Jayme Lewthwaite, Graduate, Science (March 2016 - February 2019)
Raajan Garcha, Undergraduate, Health Sciences (February 2018 – January 2019)
Adebola Ige, Graduate, Computing Science (August 2016 – July 2018)

Staff: Shelley Gair, Graduate Studies (November 2014 - October 2020)
Harriet Chicoine, Engineering Science (January 2010 - October 2018)
Tracy Bruneau, Computing Science (August 2004 - August 2019)

Seven 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 2017 – August 2018

The Senate Committee on Disciplinary Appeals (SCODA) heard zero appeals during the period covered by this report.

SCODA Membership as of August 2018:

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

Faculty (Regular Member):
Abraham Punnen, Department of Mathematics
Daniel Laitsch, Faculty of Education

Faculty (Alternate Member):
Michael Favere-Marchesi, Beedie School of Business

Students (Regular Member):
Iman Baharmand, Student Representative
Vikramaditya Chandhok, Student Representative
Kau'I Kelipio, Student Representative

Students (Alternate Member):
Hassan Khattak, Student Representative
Kelsey Vicars, Student Representative

Secretary:
Concetta Di Francesco, Senate and Academic Services



Doug Allen, Chair (2017-2018)

Feb 28/19.

Date