SIMON FRASER UNIVERSITY

MEMORANDUM

To: Senate

From: Dr. Robert Gordon, Chair
            Senate Committee on Academic Integrity in Student Learning
            and Evaluation

Re: Annual Report: 2005 - 2006

Date: November 10th, 2006

I am pleased to submit the Annual Report of the Senate Committee on Academic Integrity in Student Learning and Evaluation for 2005 - 2006.

Introduction

The Senate Committee on Academic Integrity in Student Learning and Evaluation is charged, by Senate, with the following responsibilities:

1. To promote academic integrity and honesty in course work and evaluation processes.

2. To establish procedures that support, improve and ensure the standards and conduct of examinations and to update these procedures as necessary.

3. To develop and update as necessary, a recommended statement on academic honesty for use in course outlines.

4. On an annual basis, to liaise with the University Board on Student Discipline and the Senate Committee on Disciplinary Appeals to ensure the currency of policies and procedures dealing with academic integrity and, when appropriate, recommend to Senate revisions to the policies as required.

5. To review and, where appropriate, make recommendations to the Senate Graduate Studies Committee on supervisory practices that will promote academic honesty and integrity.

6. To review and, where appropriate, make recommendations to the relevant office or committee on revisions to graduate regulations or guidelines that will promote academic honesty and integrity concerning intellectual property, authorship and confidential research.

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7.   To consider other issues relating to the general question of academic integrity as it applies to courses and evaluation of student performance.

8.   To report annually in October to Senate on activities in the preceding year.

9.   To report to Senate in May 2008, and recommend whether the Committee should continue or whether its responsibilities be transferred to another Committee (or Committees) or Senate.

The Committee is chaired by Dr. Robert Gordon who is the Director of the School of Criminology and a faculty senator. Dr. Alton Harestad is the Vice-Chair elected by the Committee. Dr. Sean Zwagerman is a faculty member at large. There is a vacancy for a second faculty member at large. Other members are Ms. Josephine Wong (undergraduate student), Ms. Camilla Sears (graduate student), Dr. Diane Whiteley (Student Services) and Ms. Elaine Fairey (Library). The secretariat is Ms. Jo Hinchliffe. Mr. Douglas Grant is the alternate representative for graduate students.

This report covers the period September 30th, 2005 to September 30th, 2006.

The 2005 - 2006 Action Plan

SCAISLE has held monthly meetings since the Fall of 2005, except in the months of July and August.

In the Fall of 2005, the Committee developed an Action Plan for 2005 - 2006 based upon both the Committee's listed responsibilities and the recommendations of the Task Force on Academic Honesty and Integrity. A copy of the timelines for the Action Plan is attached. Many of the tasks were completed by September 30th 2006. Those that were not completed are carried forward into the coming year.

The Committee believes strongly that the initial and continuing education of students, faculty and teaching support staff is the key to preventing and reducing instances of academic dishonesty across the campus; consequently, a great deal of time has been spent exploring and developing appropriate strategies. Academic honesty statements have been drafted and tested and are now ready for circulation to students and to faculty/teaching assistants. In addition, the Committee has drafted and tested a one page document addressing the issue of ethical (and unethical) tutoring, which is ready for circulation. These documents will be posted on the Student Learning Commons website, and on the Committee's website (http://students.sfu.ca/acadint/). The Committee has also been involved in the development of academic honesty materials for the Student Learning Commons which now has an extensive collection of information for students and an academic honesty/dishonesty component including a link to a self administered test, developed by the Library, which determines a student's level of knowledge about plagiarism and academic honesty. The Library has also developing an "exam bank" as an alternative to the unregulated exam banks that are found in some departments.

The administration of the system for dealing with academic dishonesty cases has also been reviewed and areas that need improvement have been identified. A new, multi-copy, academic dishonesty report form has been drafted to assist faculty in accurately and more easily reporting cases to Chairs and Directors, and to the Registrar's office. This draft is still being tested for comprehension, ease of use, etc. A second report form is being developed for use by Chairs and Directors who may wish to refer cases to the U.B.S.D. The Committee has also discussed ways of receiving, storing, analyzing and releasing information about students who violate the Code of Academic Honesty.

The University's Code of Student Conduct has been reviewed and a new version, amalgamating and amending the existing T10.1, 10.2 and 10.3 polices has been drafted. The draft is being further revised to accommodate new student conduct issues and concerns (e.g., hazing, the possession of firearms on campus, and vexatious complainants). The revised Code was developed as a result of a joint meeting of the Committee and representatives of UBSD, SCODA, the Ombudsperson, the Registrar's Office, and the President's Office. This proved to be an excellent exchange of ideas and concerns and another joint meeting will be scheduled in early 2007.

The University's Code of Faculty Ethics has been subjected to a preliminary review. Work on this Code will begin in earnest in 2006 - 2007 and in consultation with SFUFA.

The Committee has conducted a review of examination standards and procedures and, in partnership with the Registrar's Office, has developed a new set of policies and procedures for the conduct and supervision of examinations, especially those to be held in the gymnasium.

The Committee has also conducted a review of the uses and value of Turnitin.com. The review is incomplete and this work will be carried forward in the 2006 – 2007 Action Plan.

Committee members have offered workshops on academic dishonesty issues for new faculty and teaching support staff, and have participated in academic dishonesty workshops at other institutions. Committee members will offer workshops to academic units on request. The Chair of the Committee has also given media interviews on academic honesty issues.

2006 - 2007 Action Plan.

The Action Plan for the coming year is attached.

Task 1, the completion of the revisions to the Code of Student Conduct will be completed by the end of May 2007. This involves an amalgamation of three existing policies, the addition of new policies to deal with new areas of concern, and a redrafting of some of the academic dishonesty provisions which are currently rather vague. Once this has been completed, the entries in the University Calendar addressing academic honesty issues will be amended.

Task 2, a review and revision of the Faculty Code of Ethics will be completed by the end of May 2007 and will be conducted in consultation with SFUFA. The reviewers will build upon some preliminary work that was undertaken in 2006.

Task 3, finalizing the currently drafted incident report forms for faculty and for chairs and directors will be completed by March 30th 2007. A multi-part form should reduce the amount of paperwork that is required to report cases of academic dishonesty and thereby encourage faculty (and department heads) to report cases.

Tasks 4 and 5 will put into action the Committee's plan to recruit and train/educate faculty in each department who will act as academic honesty resource people for their department and their colleagues. These resource people will be responsible for educating and assisting their colleagues with the interpretation and implementation of policy including the annual training and education of new faculty and teaching support staff. The system will be administered and coordinated by a designated staff person in the Registrar's Office who will also be responsible for receiving, filing and analyzing reports of academic dishonesty, organizing and delivering the training of new departmental resource people, organizing bi-annual, campus-wide meetings of the resource people, and issuing periodic bulletins on developments in the area of academic dishonesty. The Committee will develop a resource kit for departmental representatives including an adaptable power-point presentation to be used for training new faculty and teaching support staff.

Task 6 will involve a review of ways of dealing more effectively with on-line essay banks such as "Cheathouse.com," including a review of the legal options.

Task 7 is a continuation of the review of Turnitin.com which was initiated in 2005. It is clear that this service is used by some faculty in a handful of departments and that it is used for more than just the prevention and detection of academic dishonesty. A faculty survey will be conducted in conjunction with SFUFA to determine the extent to which it if a valued resource.

Task 8 is focused on ensuring that academic integrity is entrenched in the process of graduate supervision. The Committee's work on this task began in 2005 and is piggy-backing on an initiative originating with the Dean of Graduate Studies office. The Dean's initiative is slated for completion in 2007.

Task 9 will commence in the New Year and will consist of short, monthly, hard copy and e-bulletins to all faculty and teaching support staff about developments in policy and practice affecting academic dishonesty issues. The bulletins will include information on the types and techniques of dishonest practice and are intended, in part, to alert faculty to the latest "fads" as well as suggest ways of preventing and detecting dishonesty.

Task 10 will be initiated as soon as possible and will involve a review of the extent to which academic dishonesty is an issue in high schools and the ways in which this can be stopped (e.g., by conducting workshops for Grade 12 teachers during their professional days). The need for this issue to be explored is highlighted by the results of the Hughes/McCabe study that shows that most university students who engage in academic dishonesty learned how to do it in high school.

The Committee has a recommended shelf life of three years. It is anticipated that its tasks will be completed within that time frame.

SCAISLE: ACTION PLAN-YEAR 2 TIMELINES
2006-2007

Task	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.
1 Revision of Code of Conduct												
2 Review/Revision of Faculty Ethics												
3 Finalize Incident Report Forms & System												
4 Recruit/Train Dept. Resource People												
5 Develop Resources for (4)												
6 Review On-Line Dishonesty Resources												
7 Turnitin.com												
8 Graduate Student Supervision												
9 Campus Wide Bulletins, etc.												
10 Academic Dishonesty in High Schools												

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