

UNIVERSITY OF DAYTON
POLICY ON ACADEMIC DISHONESTY

Approved by the Faculty, March 31, 1978
Approved by the President of the University, May 12, 1978

As an institution of higher learning, the University of Dayton expects its faculty and administration to be instrumental in creating an environment in which its students can develop personal integrity.

I. DEFINITIONS

Student academic dishonesty is defined as any attempt by a student to obtain, or to assist another student to obtain, a grade higher than honestly earned.

In addition to specific conditions stated by the course instructor, the following are defined as academic dishonesty: cheating; plagiarism; grade alteration; and deception to avoid meeting the stated course conditions.

A. CHEATING

Cheating consists of any of the following:

For Examinations: Willfully copying or attempting to copy work from another student's paper; consulting or attempting to consult notebook, textbook, or any other source of information not specifically authorized by the teacher; willfully aiding or receiving aid from another student during an examination or attempting to give or receive such aid; obtaining or attempting to obtain copies of the examination prior to the time the examination is given; or any other act which violates or attempts to violate the stated conditions of an examination.

For Assignments: When class assignments are such that students are expected to complete the assignment on their own, willfully copying all or part of another student's assignment or attempting to violate or violating any stated conditions of the assignment.

B. PLAGIARISM

Plagiarism consists of any of the following:

Quoting directly from any source of material--including other students' work and materials purchased from research consultants without appropriately citing the source and identifying the quoted material; knowingly citing an incorrect source; using ideas (i.e., material other than information that is common knowledge) from any source of material--including other students' work and materials purchased from research consultants--without citing the source and identifying the borrowed material.

The instructor is expected to establish any additional guidelines for plagiarism and should make clear to the students their individual responsibilities on assignments.

C. GRADE ALTERATION

Grade alteration consists of any act which dishonestly modifies a grade obtained for a class assignment, examination or for the course itself.

D. DECEPTION

Deception is defined as any attempt to avoid meeting the stated course conditions, such as making false statements to avoid taking examinations at the scheduled times or to avoid turning in assignments at scheduled times.

II. PENALTIES AND PROCEDURES

The maximum penalty for a proven case of academic dishonesty is an "F" in the course. No provision can then be made for the student to receive a "W". Under some circumstances, such as repeated offenses, theft, intimidation, or breaking and entering, additional penalties may be imposed by the student's Dean. These penalties may include dismissal from the major, dismissal from the School or College, removal from Honors Programs, or dismissal from the University.

When an accusation of dishonesty occurs, the faculty member must notify the student immediately and in private of the accusation and penalty. If, after a private discussion between the faculty member and the student, the student admits the dishonesty and accepts the penalty, the student's Dean will be notified in writing of the violation. This is to be a confidential notification with the only other authorized copy to go to the student. If, after the private discussion, the student does not admit dishonesty or accept the penalty, the faculty member alleging the dishonesty will notify, in writing, the student's chairperson and Dean, the faculty member's chairperson and Dean, and the student. In either case such notification will become part of the Dean's official file on the student but will not be transmitted outside the University.

III. APPEAL PROCEDURE

A student who feels an accusation of academic dishonesty is unfair may appeal in the sequential manner listed below:

A. If no resolution occurs in the private conversation with the instructor, the student may appeal to the chairperson of the department in which the course was taught. This appeal must be made in writing within 10 days after the written notice and must state the facts as the student sees them. The faculty member also submits his/her evidence at this time to his/her department chairperson.

B. If the student's appeal is denied by the department chairperson, the student has 10 days to file an appeal to the Review Committee of the College or School in which the violation occurred. In departments where a Grade Appeal Committee already exists, this will be the Review Committee. The Review Committee will first select a chairperson, and then meet with the student and faculty member involved on separate occasions and gather any additional evidence or information related to this appeal. "The student has the right to see and hear the evidence and to question any witnesses against him/her and to present evidence and witnesses on his/her own behalf," (Student Handbook, p. 48) Both the student and the faculty member must cooperate with the Review Committee.

The Review Committee will make known its recommendations and the reasons for its recommendations in writing to the department chairperson(s), the student, the faculty member, and the Dean(s).

If the accusation is judged a violation and the penalty appropriate, a record will be sent to the student's Dean. If no violation can be proven, all material pertaining to the accusation will be returned to the faculty member.

C. Either the student or the faculty member involved may then make an appeal to the Dean of the College or School in which the course was offered. A final appeal may be made to the Vice President for Academic Affairs and Provost. The final authority rests with the Vice President for Academic Affairs and Provost.

