

BUFFALO STATE COLLEGE

DIRECTORY OF POLICY STATEMENTS

Policy Number: I:17:03

Date: Updated February 2009

Subject: Academic Misconduct (The complete procedure for Academic Misconduct can be found in the *Student Conduct Section VIII:04:00* of the Directory of Policy Statements)

All students are expected to display honesty and integrity in completing course requirements and college academic regulations. Academic misconduct refers to any form of plagiarism or cheating on examinations or assignments and is inconsistent with the aims and goals of Buffalo State.

Faculty may require students to use textual similarity detection software (e.g. Turnitin.com) in courses at Buffalo State College. Textual similarity detection software compares submitted student text to a database of millions of previously published documents, including those on the public Internet, a proprietary collection of published articles, as well as every student paper previously submitted to the detection service. When similarities between student text and an existing document are found, the software identifies those similarities instructor and/or student review. (Similarity alone is not evidence of academic misconduct, as such material may be correctly cited.) This software may be used as an educational tool to assist students in learning how to properly cite resources, decrease instances of academic misconduct, and/or to assist in the identification of acts of academic misconduct.

Instances of academic misconduct include, but are not limited to, prior acquisition or possession of an examination and submission of false data; submission of the work of another individual without proper acknowledgement; performance of work in a course for another individual while registered in the same course; and failing to demonstrate academic integrity by not upholding the individual's basic share of responsibility for collaborative course work and/or assignments. As a result of an admission of academic misconduct, an instructor may issue a written warning; allow the student to resubmit the work, telling the student what grade penalty, if any, will be assessed; submit a recalculated grade; or submit a failing grade with a "j" designation (to appear only on the internal audit system but not on the student's official transcript). Grade points for the failing grade will be averaged even if the student repeats the course. No penalty for an alleged instance of academic misconduct may be imposed unless the student has been apprised of the allegation, the penalty, and the procedures of due process that are available under this policy. Neither the instructor nor the student should be represented or accompanied by an attorney. A student has the right to appeal allegations of academic misconduct as outlined in the Academic Misconduct Policy.

A statement outlining formal college policies and procedures to be followed in cases of alleged academic misconduct will be on file in each dean's office, in the Academic Standards Office, and in the Student Life Office. Cases of severe infractions of acceptable standards may be brought before the Academic Misconduct Board, chaired by the appeals director of academic standards, and may result in academic dismissal.