

2-18-2008

## Academic Dishonesty policy

The College at Brockport, College Senate

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**SUNY BROCKPORT**

College Senate  
State University of New York College at Brockport  
350 New Campus Drive  
Brockport, NY 14420-2925  
(585) 395-2586 (Fax) 395-2246

**RECEIVED**

MAR 14 2008

SUNY BROCKPORT  
PRESIDENT'S OFFICE

**Resolution # 11  
2007-2008**

**COLLEGE SENATE**

New Resolution:   
Supersedes Res #: 17 2006-2007

TO: Dr. John R. Halstead, College President

FROM: The College Senate: *February 18, 2008*

- RE:
- I. Formal Resolution (*Act of Determination*)
  - II. Recommendation (*Urging the Fitness of*)
  - III. Other, For Your Information (*Notice, Request, Report, etc.*)

COLLEGE SENATE  
SUNY College at Brockport  
**APR 10 2008**  
350 New Campus Drive  
Brockport, NY 14420-2925

SUBJ: **Academic Dishonesty Policy** routing #16 07-08 SP

Signed: *P. Gibson Ralph* Date: *03/05/08*  
(*P. Gibson Ralph, 2007-2008 College Senate President*)

**Please fill out the bottom portion and follow the distribution instructions at the end of this page.**

TO: P. Gibson Ralph, The College Senate President

FROM: John R. Halstead, College President

- RE:
- I. Decision and Action Taken on Formal Resolution (circle choice)
    - a. Accepted  
Implementation Effective Date: Fall 2008
    - b. Deferred for discussion with the Faculty Senate on     /    /
    - c. Unacceptable for the reasons contained in the attached explanation

- II, III. Response to Recommendation or Other/FYI
- (a) Received and acknowledged *4/2/08*
  - b. Comment:

Signed: *J. Halstead* Date: *4/2/08*  
(*Dr. John R. Halstead, President, SUNY College at Brockport*)

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Other:     

DEAN(S) COPY: Department Chair(s), Other:     

COLLEGE SENATE COPIES: Originator, College Senate Website, Other:

**SUNY BROCKPORT**

College Senate  
State University of New York College at Brockport  
350 New Campus Drive  
Brockport, NY 14420-2925  
(585) 395-2586 (Fax) 395-2246

**Resolution # 11**

**2007-2008**

**COLLEGE SENATE**

New Resolution:   
Supersedes Res #: \_\_\_\_\_

TO: Dr. John R. Halstead, College President

FROM: The College Senate: **February 18, 2008**

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- II. Recommendation (*Urging the Fitness of*)
- III. Other, For Your Information (*Notice, Request, Report, etc.*)

SUBJ: **Academic Dishonesty Policy** routing #16 07-08 AP

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Please fill out the bottom portion and follow the distribution instructions at the end of this page.

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II, III. Response to Recommendation or Other/FYI

Received and acknowledged \_\_\_\_/\_\_\_\_/\_\_\_\_

Comment: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
*(Dr. John R. Halstead, President, SUNY College at Brockport)*

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DEAN(S) COPY: Department Chair(s), Other: \_\_\_\_\_

COLLEGE SENATE COPIES: Originator, College Senate Website, Other: \_\_\_\_\_

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**COLLEGE SENATE OFFICE  
RESOLUTION PROPOSAL COVER PAGE**

<b>**Routing Number</b>	<b>#16 07-08 SP</b>
<b>Replaces Resolution</b>	<b>#</b>

\*\*Routing # assigned by Senate Office

**DEADLINE FOR SUBMISSIONS: FEBRUARY 28**

Incomplete proposals or proposals received after the deadline may not be reviewed until next semester.

INSTRUCTIONS – please, no multiple attachments – each proposal must be submitted as one document:

- Submit only complete proposals. Include support letters from department chair and dean.
- Proposals must be prepared individually in Word format using committee guidelines (guidelines online).
- Fill out this cover page for each proposal and insert it electronically as the front page of your document. (available online at [www.brockport.edu/collegesenate](http://www.brockport.edu/collegesenate))
- Email whole proposal with cover page as one attachment to [senate@brockport.edu](mailto:senate@brockport.edu) and [facprez@brockport.edu](mailto:facprez@brockport.edu).
- All updates must be resubmitted to the Senate office with the original cover page including routing number.
- Questions? Call the Senate office at 395-2586 or the appropriate committee chairperson.

1. PROPOSAL TITLE: Please be somewhat descriptive, ie.i.e. Graduate Probation/Dismissal Proposal rather than Graduate Proposal.

Minor Revision of the Policy on Student Academic Dishonesty

2. BRIEF DESCRIPTION OF PROPOSAL:

The Departments of History and English, following discussion with Dr. Michael Fox, propose the following Minor Changes to the Policy on Student Academic Dishonesty: ~~(SECTION I), "Definitions."~~ (See pp. 70-71 [Your Right to Know 2007-2008](#))

3. ANTICIPATED EFFECTIVE DATE:

Upon Senate Approval

4. SUBMISSION & REVISION DATES: PLEASE PUT A DATE ON ALL UPDATED DOCUMENTS TO AVOID CONFUSION.

First Submission	Updated on	Updated on	Updated on
12/21/07			

5. SUBMITTED BY: (contact person)

Name	Department	Phone	Email
Kathy Kutolowski	History	5693	kkutolow@brockport.edu

6. COMMITTEES TO COPY: (Senate office use only)

Standing Committee	Forwarded To	Date
<input type="checkbox"/> Enrollment Planning & Policies	To Committee for approval	12/21/07
<input type="checkbox"/> Faculty & Professional Staff Policies	<b>Committee Chair Sign Here When Passed</b>	<b>02/08/08 TT</b>
<input type="checkbox"/> General Education & Curriculum Policies *	To Executive Committee	<a href="#">01/28/08, 02/11/08</a>
<input type="checkbox"/> Graduate Curriculum & Policies	GED to Vice Provost	
<input checked="" type="checkbox"/> Student Policies	To Senate	2/18/08
<input type="checkbox"/> Undergraduate Curriculum & Policies	To College President	2/27/08
* follow special Gen Ed procedures for submission of General Education proposals at "How to Submit Proposals" on our Website.		
REJECTED -WITHDRAWN		

\*\*Use routing number and title in all reference to this proposal.

TO: The College Senate

FROM: Kathy Kutolowski, History  
Janie Hinds, English  
Jeanne Grinnan, English

DATE: December 21, 2007

RE: Revision of the Academic Dishonesty Policy

The Departments of History and English, following discussion with Dr. Michael Fox, propose the following Minor Changes to the Policy on Student Academic Dishonesty (SECTION I), "Definitions." (~~See pp. 70-71 Your Right to Know 2007-2008~~)

#### POLICY ON STUDENT ACADEMIC DISHONESTY

Colleges are interested in helping their students become people of integrity who can be relied upon to be honest and ethical in their lives and in their professions. Consequently, academic integrity is highly valued by college instructors. Academic dishonesty, "cheating" and other forms of misrepresenting others' work as your own, such as plagiarism, are considered serious breaches of academic integrity and are major violations of the standards of ethical behavior that the College expects from all its students.

When detected, ~~as it often is,~~ academic dishonesty can result in a range of disciplinary actions including failure ~~on an assignment, failure~~ of a course, or even conduct dismissal from the College. Records of disciplinary actions for dishonesty are kept and conduct dismissals are noted on College transcripts. The best rule to ~~guide your behavior~~ is to assume that ~~your~~ instructors expect all work (exams, papers, projects, etc.) submitted for grading to be ~~entirely~~ your own, done without collaboration. If ~~the instructor allows or desires collaboration, collaboration is allowed or desired,~~ assume that the instructor will make that clear in the assignment. If the instructor has not explicitly ~~stated that approved~~ collaboration ~~is permitted, plan to do~~ all work ~~submitted should be your own on the assignment by yourself. Also, learn how to avoid plagiarism charges by properly citing your sources for quotes, paraphrases and ideas taken from the written works of others. You should be aware that electronic search engines such as Google and Yahoo have made it very easy for instructors to detect plagiarized material and downloaded text and papers.~~

#### I. Definitions of Academic Dishonesty Covered by this Policy

Violations of the Student Academic Dishonesty Policy refer to actions related ~~to the standards of honesty required in submission and evaluation of coursework to the evaluation of performance~~ in any undergraduate or graduate course bearing SUNY Brockport credit ~~(other dishonest acts, e.g., falsifying transcript records, are dealt with by Judicial Affairs).~~ These violations include, but are not limited to, the following:

- A. Plagiarism — presenting as one's own, ~~the exact words~~ ~~of another not properly indicated by quotation marks,~~ paraphrased ~~text words~~ (too ~~similar~~ ~~closely~~ to the original), ideas, or creative products of another without providing an adequate standard form of documentation to identify the source — such as footnotes, endnotes, or bibliographic

documentation. Students are advised to scrupulously acknowledge and properly cite all sources to give appropriate credit for borrowed materials.

- B. Fabricating facts, data, statistics, or other forms of evidence included in papers, laboratory experiments, theses, or other assignments.
- C. Presenting someone else's examination results, paper, computer work, or other material as one's own work. This includes work done as part of group/team effort unless collaboration has been specifically approved by the instructor for any particular assignment. Students should always assume that any out-of-class assignments or take-home examinations are to be done individually and without help or collaboration unless the instructor specifically states otherwise. Students should not generalize from one assignment to another as instructors may permit collaboration on some assignments but not on others.
- D. Representing one's own performance as another's or knowingly allowing such misrepresentation to occur, e.g., signing another student into class; taking an exam for another student; writing or attempting to write an examination, paper, computer work, or other material for another student, or otherwise representing one's own performance as another's (for example, signing another student into class); taking an exam for another student; allowing someone else to take one's examinations or do one's class work/assignments.
- E. Buying and selling, or sharing of examinations or assignments; being in possession of examinations or answers to examinations without the instructor's permission.
- F. Using "cheat sheets," looking onto another's paper, talking to someone other than the instructor or proctor during an examination, or using any other method of communication (e.g., cell phones, text messaging) during an examination without the instructor's permission.
- G. Failing to follow the rules of conduct for taking an examination as stipulated by the instructor prior to the examination or as stated by her/him in a written course syllabus.
- H. Presenting work for a current course (e.g., papers, projects, research) that is substantially the same as a previous submission for another course without obtaining the current instructor's prior consent to do so. When the courses are taught in the same semester, informing and obtaining prior approval of both course instructors is required to avoid a possible dishonesty charge, which credit has been received or will be received in another course without the consent of both instructors.

Published divisional, departmental, unit, and/or individual program policies or individual instructor's course policies may address additional violations but must not be in conflict with this college policy, unique to specific programs and their ethical codes.

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