

.100 Policy Statement

Student Pledge of Academic Integrity

Eastern Oregon University's Honor Code is based on personal integrity, which is presumed to be a sufficient assurance that in academic matters, one's work is original and performed honestly. The policies and procedures of the Honor Code apply to all full and part-time students. A component vital to the Honor Code is the inclusion of the Honor Pledge.

"I will neither give nor receive unauthorized aid on any academic work nor will I represent the work or ideas of another as my own."

(Kansas State, 2003)

.110 Policy Rationale

Provisions

All members of the Eastern Oregon University academic community are responsible for compliance with its Academic Honesty Code and the EOU Student Code of Conduct. Provisions of the Academic Honesty Code are:

1. Each student must follow the academic honesty code and abide by the pledge.
2. The faculty member is responsible for defining limits for collaborative learning activities for each course.
3. The faculty member will make clear the format, for example by including it in the syllabus, for properly citing sources of information not original by the student.
4. Students are encouraged to seek clarification and discuss academic honesty with instructors.
5. Students are encouraged to report suspected violations to the appropriate faculty member of a course.

Please Note: Explicit approval by all instructors involved is required if the same work is to be submitted in more than one course, even if it is the same course in a different term.

.120 Definitions

Violations of the Academic Honesty Code include but are not limited to the following acts:

- **Cheating:** Dishonest use or attempted dishonest and/or unauthorized use of materials or information.
- **Unauthorized Collaboration:** Representing as independent work that which was produced with the help of classmates or others, in instances where the assignment was **explicitly to be completed individually.**
- **Fabrication:** Falsification or invention of information.
- **Facilitation:** Helping another person or persons engage in academic dishonesty.
- **Plagiarism:** Representing the ideas, words, or work of another as one's own.
- **Tampering:** Altering or interfering with evaluation processes, or destruction of the intellectual property of another member of the university community.

(Oregon State, n.d.)

.130 Procedures

a) Reporting:

The faculty member is required to file a [Report of Suspected Academic Dishonesty](#) (following form instructions) to the Student Conduct Program Administrator about any student who allegedly violates the Academic Honesty Code. Prior to taking any actions or sanctions allowed under the provisions of the Academic Honesty Code, the faculty member must discuss the suspected code violation with the student. The instructor may elect to permit the student to resubmit the assignment, give a grade of zero for the assignment and/or request a student hearing. The instructor may also assign a grade of "F" for the course after discussion with the respective College Dean or his/her designee.

b) Conduct Hearings and possible Sanctions:

Conduct hearings related to Academic Dishonesty must include at least 1 teaching faculty member from the Academic Standards Committee when heard by a hearings officer and, at minimum, two (2) teaching faculty if heard by the Student Hearings Committee. Hearing proceedings utilized through the Student Conduct Program shall be adhered to.

Students may appeal the course grade by following the EOU Grievance Procedures found in the online student handbook at <http://www.eou.edu/sse/student-handbook/> . An appeal related to academic dishonesty must be reviewed/heard by both the respective College Dean and

the Vice President for Student Services and follow the appeal procedures identified in the Student Code of Conduct.

More than one violation of the Academic Honesty Code, reported in regard to one student, may result in both academic and behavioral penalties including possible suspension or expulsion from the University. Hearing procedures may be implemented upon the first report of suspected academic dishonesty.

c) Conduct Record Retention:

Reports of Suspected Academic Dishonesty shall remain on record by the Student Conduct Program Administrator as outlined in the Oregon University System retention guidelines.

d) Proctoring of Exams:

In order to provide unbiased supervision, proctors must be individuals who do not have a direct interest in the success of the student, but a neutral individual who understands the nature of proctoring and be able to proctor during the required time as stipulated by the professor. With instructors approval, exceptions may include, but are not limited to, student leaders/athletes that are at events out of town/state at the time of the exam. The proctor must be present during the entire test/exam. A Student that is on campus, and taking online courses, may be required to take proctored examinations at the Testing Center if specified in a course syllabus.

.140 Reference List

Oregon State University. (n.d.). *Academic Success: Academic Dishonesty*. Retrieved April 4, 2005, from <http://success.oregonstate.edu/study/honesty.cfm>
Kansas State University. (June, 2003).

K-State Undergraduate Catalog 2002-2004. Retrieved April 4, 2005, from <http://courses.k-state.edu/catalog/undergraduate/2002-2004/regulations/honor.html>

.150 Review and Revision of Policy

The Academic Standards Committee, in consultation with the Student Affairs Committee, is responsible for this policy. It will be reviewed/assessed every two years.

.160 Internal Control Considerations

none

.170 Policy Retention, Access and Copies

This policy can be accessed in the Office of Student Relations.

.180 Approval History

Approved by the Student Affairs Committee on May 14, 2015

Approved by the Academic Standards Committee on May 21, 2015

Approved by Faculty Senate on June 2, 2015

Approved by University Council on May 26, 2014

Approved by President's Cabinet on

Adopted into practice on