

**Honesty**  
**Trust**  
**Fairness**  
**Respect**  
**Responsibility**

# THE ACADEMIC INTEGRITY POLICY

---

## Policy and Hearing Information for UNCG Faculty Members

---

Academic Integrity is fundamental to a successful academic community. UNCG is a member of the Center for Academic Integrity and subscribes to the Fundamental Values of Academic Integrity (honesty, trust, fairness, respect and responsibility) identified by the Center. The following information is provided from the Center for Academic Integrity's website at <http://academicintegrity.org/>:

Five major research projects conducted by Donald L. McCabe of Rutgers University (founder and first president of CAI), have had disturbing, provocative, and challenging results, among them the following.

- ❑ On most campuses, over 75% of students admit to some cheating. In surveys conducted in 1990, 1992, and 1995 involving almost 7,000 students on 26 small-to-medium-sized campuses, almost 80% of undergraduate student respondents reported one or more incidents of cheating.
- ❑ Chronic cheating is also prevalent. On campuses without honor codes, one in five students (one in four on larger campuses) self-reported more than three incidents of explicit cheating on tests and examinations. On campuses with honor codes, only one in sixteen students reported such levels.
- ❑ Faculties are reluctant to report students for cheating. Less than half of 800 faculty surveyed on 16 campuses in 1992 have ever reported an incident of cheating in their classroom. Student survey data suggest that cheating is highest in those courses where it is well known that faculty ignore cheating or fail to report it.
- ❑ Longitudinal comparisons show significant increases in explicit test/examination cheating and unpermitted collaboration. The number of students self-reporting instances of unpermitted collaboration at nine medium-to-large state universities increased from 11% in 1963 to 49% in 1993. This trend seems to be continuing: Between 1990 and 1995, instances of unpermitted collaboration at 31 small-to-medium schools increased from 30% to 38%.

*Source: The Center for Academic Integrity, 2000.*

**At UNCG**, over the last five years, an average of only 28 cases of violations of the faculty-approved policy on Academic Integrity have been reported annually. This figure includes ALL known cases whether resolved between faculty member and student or through an academic integrity hearing process. From data gathered in local student surveys in the recent past as well as interviews with students and faculty, it is likely that the actual occurrence of academic integrity violations at UNCG is far higher than the reported 28 cases per year. What accounts for the difference in local and national statistics?

Many cases of academic dishonesty may go unnoticed. Some students may choose not to report other students whom they witness cheating. In still other cases, faculty may ignore cases out of reluctance to become involved in what they view as a time-consuming and adversarial process. Some faculty may choose to resolve incidents through an informal, one-to-one process, without resort to the formal faculty-approved policy on Academic Integrity.

Faculty members play a vital role in creating a positive climate for academic integrity.

By choosing to address academic dishonesty through the faculty-approved policy on Academic Integrity, you guarantee that proven such incidents **WILL** be considered a violation of the policy; **WILL** be recorded in the student's conduct records; and **WILL** guarantee that a second offense will be addressed more severely through the student's removal from the University. Acting under the faculty-approved policy insures that students found responsible are held accountable for their offense. Such action also helps to protect faculty members from allegations by an accused student of unfair grading incurred in any informal settlement.

Faculty members acting under the faculty-approved policy on Academic Integrity insure the continued development of a culture of honesty, respect, responsibility, trust and fairness at UNCG.

The attached materials are provided for your assistance. . For more information on the above or other assistance in AI matters, visit our website at <http://www.saf.dept.uncg.edu/studiscp/ai.html> or contact the Office of Student Conduct, Student Affairs, at 334-5553 or e-mail Dr. James Lancaster @ [James\\_Lancaster@uncg.edu](mailto:James_Lancaster@uncg.edu) for more information. The full Academic Integrity Policy is available in the UNCG Student Calendar/Handbook and on-line at <http://www.uncg.edu/saf/studiscp/Honor.html>. Academic Integrity Hearings are conducted in accord with sections VII, VIII and X of the UNCG Student Code of Conduct, available on-line at [http://www.uncg.edu/saf/studiscp/Discp\\_Code.html](http://www.uncg.edu/saf/studiscp/Discp_Code.html).

The Office of Student Conduct can answer procedural questions about **academic integrity** and **student conduct**, provide workshops for faculty or students on these policies or student ethical conduct issues, and provide general assistance related to student conduct in and out of the classroom. Other relevant policies that you may wish to review include the Student Code of Conduct, referenced above, and the **Disruptive Behavior in the Classroom Policy**, found on-line at [http://saf.dept.uncg.edu/studiscp/Disrupt\\_Class.html](http://saf.dept.uncg.edu/studiscp/Disrupt_Class.html).

---

## Encouraging the Practice of Academic Integrity

---

1. Student Obligations
  - a. Students should recognize their responsibility to uphold the *Academic Integrity Policy* and to report apparent violations to the appropriate persons. Students who do not understand the policy or its application to a particular assignment are responsible for raising such questions with their faculty member.

Each student is required to sign the Academic Integrity Pledge given below on all major work submitted to an instructor. A student's work need not be graded until he/she has signed the statement. Exceptions to the requirement of signing the statement may be specified by appropriate persons or offices, as, for example, on theses and dissertations. In the absence of such exceptions, students who do not sign the pledge may be assumed to have violated the

*Academic Integrity Policy.* In signing the pledge, the student indicates his/her knowledge that the *Academic Integrity Policy* governs his/her academic activities at the University.

**Academic Integrity Pledge:** I HAVE ABIDED BY THE ACADEMIC INTEGRITY POLICY ON THIS ASSIGNMENT.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

- b. During the orientation period for new students, each student is asked to sign the following statement affirming his/her understanding and acceptance of the principles of the *Academic Integrity Policy*:

**Academic Integrity Policy:  
Statement of Personal Responsibility**

As an entering student at The University of North Carolina at Greensboro, I recognize and accept personal responsibility for honesty in all of my interactions while a member of this community of scholars. Such honesty is a vital part of my academic career and is the foundation of my work here as a student. I pledge that I will uphold the *Academic Integrity Policy* of the university and will encourage my peers and others in the community to respect and observe the policy.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

2. Faculty Obligations

Faculty members are expected to become familiar with the *Academic Integrity Policy* and to take the lead in discussing the meaning of academic integrity with all students. Early in their courses, they shall state clearly course requirements and expectations including examination procedures and grading rationale as they relate to the *Academic Integrity Policy*. Faculty must inform students of the requirement to submit signed copies of the Academic Integrity Pledge for all major written assignments. Most importantly, faculty members must recognize their responsibility to exemplify the values of academic integrity in their own conduct and to convey by example as well as precept their expectation that the *Policy* shall be followed in all University activities in which they have a part.

It is suggested that faculty include a statement about academic integrity on their course syllabus. This statement should include the following elements:

- A statement on the importance of academic integrity in course work;
- A statement referring students to the print and web versions of the Policy;
- A reminder that students are required to submit signed copies of the Academic Integrity Pledge for all major written assignments.

**Sample Statement**

The following sample statement is provided for example only. Faculty are urged to create their own statement which speaks to the specific concerns and requirements of their course.

Academic integrity is important to success at UNCG and in later life. Academic integrity is based on five values: honesty, trust, fairness, respect, and responsibility. If you are to fully benefit from this class and be properly evaluated for your contributions, we must work together in an environment that affirms these values. Work that violates these values is incompatible with the goals of this class and will not be tolerated. Every member of the class

is expected to foster the spirit of academic honesty at all times and to encourage that spirit among others.

Members of this class are encouraged to review the University's Academic Integrity Policy on-line at <http://saf.dept.uncg.edu/studiscp/Honor.html> or in the UNCG Student Calendar/Handbook. I encourage you to discuss the meaning of academic integrity with one another and with me. If any work or assignment appears unclear or presents questions related to academic integrity, I urge you to talk with me to obtain further clarification.

I invite you, as a student in this class, to join me in supporting the Academic Integrity Policy. Including and signing the Academic Integrity Pledge below for all major work submitted in this class will signal a clear indication of your support.

**Academic Integrity Pledge:** I have abided by the Academic Integrity Policy on this assignment.

---

Signature

---

Date

### 3. Guidelines for Academic Work and Examinations

Early in the course the instructor should make special efforts to explain to the class what constitutes plagiarism. Examples of acceptable and unacceptable style for acknowledging source material should be presented.

Faculty should relate to students specific instances where the *Policy* may apply in a class assignment; for example, the prohibition against cheating as applied to out of class assignments or the place for group versus individual work. Such information is especially important to students early in their academic experience as entering freshmen.

Prior to examinations, the instructor should do whatever possible to arrange room conditions for examinations so as to reduce temptations to violate academic integrity. Such conditions may include arranging for as widely spaced seating as possible, preferably using alternate rows, and the use of "scrambled" versions of multiple choice type tests.

The instructor should elect to remain in the classroom during the administration of an examination or provide for other qualified proctoring of the examination.

Large classes pose special problems in administration of examinations. If sufficient space is not available to allow for proper examination conditions, it may be desirable to arrange to administer the examination during the evening hours (with the consent of the class) when sufficient rooms for spreading out the class are available.