

¹ The procedures for faculty and staff violations are delineated in the [Campus Conduct Code](#).

- Cheating on an examination or research paper by copying another student's work;
- Using inappropriate notes or an unauthorized electronic device in a testing situation;
- Misrepresenting or falsifying documents; or
- Collaborating with another student on course work when not specifically authorized by the faculty member.

Each faculty member is charged with the responsibility to define additional criteria governing course requirements/assignments in his/her course, such as "in-class," "open book," and "take-home" examinations, laboratory experiments and reports, oral presentations, internships, clinical assignments, etc. Whenever collaboration between two or more students is authorized, the results and presentation of the collaborative effort are necessarily understood to be the achievement of each individual student.

Plagiarism

Plagiarism is the most common form of academic dishonesty, particularly with the proliferation of Internet resources on college-level subjects. Stockton defines plagiarism as the appropriation or imitation of the language, ideas or thoughts of another person, and the representation of them as one's original work. Any materials submitted to a member of the faculty by a student are understood to be the product of that student's own research and effort. All sources must be properly acknowledged and cited in the preparation of student assignments. Plagiarism from any published or unpublished source is a violation of academic procedic

A Legitimate Paraphrase:

Withdrawal from the Course If One is Charged with Academic Dishonesty

A student charged with academic dishonesty as described above and for whom a faculty member has imposed the sanction of failure for the course is not permitted to withdraw from the course. If such student withdraws from the course prior to a formal charge of academic dishonesty being received by the Office of the Provost, the withdrawal will be reversed and replaced by the earned grade for the course. If the student appeals the charge and/or the sanction and is subsequently exonerated, he/she will be allowed to replace the grade with a withdrawal from the course.

Third Offense

A third charge of academic dishonesty prior to the student graduating from Stockton, that is either uncontested or in which the offense has been demonstrated, shall constitute grounds for suspension or expulsion; the period of time for such suspension shall be determined by the Provost or his/her designee. The suspension or expulsion will be recorded on the student's academic transcript, which makes a permanent record of the offense.

PROCEDURES FOR ACADEMIC DISHONESTY

In cases involving charges of academic irregularities, such as any form of dishonest conduct during an examination or plagiarism in the preparation of course materials, the following steps will be taken:

Step 1: The Determination of Academic Dishonesty

Determining Academic Dishonesty

Upon suspicion and personal corroboration of any form of academic dishonesty, including that which may be unintentional, the faculty member may determine the appropriate way of dealing with the student. Personal corroboration might include:

- Proof of the copying of another's answers on an oral or written examination;
- Review of materials by faculty readers;
- Searches of materials such as books, magazines, or blog posts to detect originality of the submitted work;
- Use of other electronic tools to detect plagiarism; or
- Other appropriate academic judgments.

Faculty Responsibilities

Once a faculty member is aware that a student has engaged in academic dishonesty

Step 3: The Student's Response to the Charge of Academic Dishonesty

The Student's Response

If a student charged with academic dishonesty chooses to respond/appeal such charge and/or the sanction imposed by the faculty member, he/she will be encouraged to discuss the charge and/or the sanction with the Provost's designee. If there is no resolution, the student can write a letter of appeal to the Office of the Provost at academic.appeals@stockton.edu. The student must provide a clear explanation as to the reason(s) for the appeal, and, if appropriate, include supporting documentation.

The student's letter to the Office of the Provost must be received within ten (10) business days from the date which the charge of academic dishonesty was sent to the student's go.stockton.edu email address. The appeal must not mention by name, or identify in any manner, third parties not relevant to the appeal. Once an appeal is filed, the matter will move forward to be heard by the Academic Honesty Appeals Board.

Students who are charged with plagiarism in which there is clear and compelling evidence of plagiarism as defined by the University, including "cut and paste" copying from the Internet, will have difficulty formulating a convincing appeal.

It is not necessary for the student to respond. Lack of a response/filing of an appeal will result in the charge and the sanction being automatically sustained.

The Academic Honesty Appeals Board

When an appeal is heard by the Academic Honesty Appeals Board, the Board makes a recommendation on the charge and/or the sanction to the Provost. Faculty members representing each of the schools, and two to four students, typically make up the Academic Honesty Appeals Board. Faculty selected to the Academic Honesty Appeals Board by their school adhere to the same term lengths as all other committees on campus. The selection process for faculty members of the Academic Honesty Appeals Board is conducted in the same manner as the other standing committee elections held by their respective schools. The student representatives are appointed by the Student Senate and the Graduate Student Council to a term of one year.

For any given hearing, at least three members of the Board will be selected to hear that particular case. Composition of the Board hearing an appeal typically, but not always, will include:

- One faculty member from within the school in which the course is taught, but not from the student's major(s);
- Two faculty members from outside the school, but not from the student's major(s); and
- One student.

Step 5: The Recommendation of the Academic Honesty Appeals Board

The Vote

After hearing all available and relevant information, the Board determines whether or not to find the student responsible for the alleged academic dishonesty based upon all of the evidence presented. The majority opinion prevails and the chair of the Academic Honesty Appeals Board must provide the Provost's designee with a written recommendation within three (3) business days of the hearing. A minority opinion also may be conveyed to the Provost's designee in writing within three (3) business days of the hearing.

In cases where the student has chosen not to appeal the charge and/or the faculty member's sanction, the AIC may convene a hearing

Recommendation: The Charge and/or Sanction are Overturned by the Academic Honesty Appeals Board

If the recommendation of the Academic Honesty Appeals Board is to overturn the faculty member’s charge of and/or the sanction for academic dishonesty and the Provost agrees, he/she will direct the faculty member involved to effect a change consistent with his/her findings.

In those cases in which the Provost is in disagreement with the recommendation of the Board, it is the Office of the Provost’s responsibility to reconvene the Board to discuss any disagreement prior to the Provost rendering his/her final decision.

In cases of “special circumstances” (as described above in Step 1) in which the Provost is in disagreement with the recommendation of the Academic Honesty Appeals Board, the Provost will reconvene the Board at once to discuss the case and the Provost will render a final decision.

Review History:

	Date
Faculty Senate	5/25/2017
Provost	5/30/2017
President	6/4/2017