



**Upholding
Academic Integrity
and
Community Standards
at Lehigh**

Overview

Upholding academic integrity and community standards is a joint responsibility of all members of the Lehigh community.

This presentation contains material that instructors and students can use to initiate and guide discussion on these important topics.

On the following pages, you'll find:

- (a) the Student Senate's "Statement on Academic Integrity,"
- (a) the University's syllabus statement affirming "The Principles of Our Equitable Community," and
- (a) seven vignettes, based on actual cases at Lehigh, designed to prompt discussion and reflection about Academic Integrity and Community Standards.

Student Senate Statement on Academic Integrity

We, the Lehigh University Student Senate, as the standing representative body of all undergraduates, reaffirm the duty and obligation of students to meet and uphold the highest principles and values of personal, moral and ethical conduct. As partners in our educational community, both students and faculty share the responsibility for promoting and helping to ensure an environment of academic integrity. As such, each student is expected to complete all academic course work in accordance to the standards set forth by the faculty and in compliance with the University's Code of Conduct.

Syllabus Statement Affirming the Principles of Our Equitable Community

Lehigh University endorses The Principles of Our Equitable Community (<http://www4.lehigh.edu/diversity/principles>).

We expect each member of this class to acknowledge and practice these Principles.

Respect for each other and for differing viewpoints is a vital component of the learning environment inside and outside the classroom.

Vignette 1

Four students were assigned to a group at the beginning of the semester. The assignment was to develop a business plan. The students were required to turn in the plan and a paper authored by the group. The group split up the sections of the paper.

One of the students used large sections of work that had been submitted by another student who had taken the class the year before. This plagiarized material was included as part of the final paper submitted by the group.

What do you expect will happen in this situation?

Vignette 1 Outcome

All four students were charged with plagiarism and the use of unauthorized sources.

The [Code of Conduct](#) defines plagiarism as *the direct use or paraphrase of the work, themes or ideas of another person without full and clear acknowledgement.*

The [Code of Conduct](#) defines the use of unauthorized sources as *submitting the work of another as your own in any assignment (including papers, tests, labs, homework, computer assignments, or any other work that is evaluated by the instructor).*

All four students were found responsible. The student who used the plagiarized section was placed on Disciplinary Deferred Suspension for one semester and Disciplinary Probation for one semester. The other students were placed on Disciplinary Probation for one semester. All four failed the course and were required to participate in an off campus ethics seminar at their own cost (approximately \$100.00).

How can we avoid such a situation in our class?

Vignette 2

Students had a final exam in a large lecture-style class. The instructions for the exam were projected on the screen in the front of the room:

“No items except your exam paper and your writing instruments are allowed at your desk, all other items will be placed in the front of the room.”

Four proctors in the room moved around to observe students. During the exam, a student took a phone out of a pocket and then put it away. After the exam, the faculty member confronted the student. The student claimed to have just looked at the time.

What do you expect will happen in this situation?

Vignette 2 Outcome

The student was charged with cheating on quizzes or examinations.

The Code of Conduct defines Cheating on Quizzes or Examinations as *the use of any unauthorized assistance in taking quizzes, tests, or examinations. (The possession at any quiz or examination of any articles which are prohibited will be regarded as evidence of responsibility.)*

The student, having had a previous alcohol violation, was placed on Deferred Suspension for one semester and received a grade of "F" in the course. She was also required to complete an off campus ethics seminar.

How can we avoid such a situation in our class?

Vignette 3

While taking a final exam, a student removed several pages from the end of the exam, then submitted the exam for grading. The student claimed that this was the exam he received.

The faculty member had methods for ensuring only complete exams were given to students (two versions of the test, each handed out individually, etc.)

What do you expect will happen in this situation?

Vignette 3 Outcome

The student was charged with

Academic Dishonesty (General Violations): Failure to act in a manner that reflects personal and intellectual honesty.

Academic Dishonesty A1 (Cheating on Quizzes/Exams): The use of any unauthorized assistance in taking quizzes, tests, or examinations. (Note: The possession at any quiz or examination of any articles which are prohibited will be regarded as evidence of responsibility.)

Respect for Community A1 (False Information): Intentionally furnishing false information to a university official, hearing panel, or conduct officer.

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Vignette 3 Outcome (cont.)

The student was found responsible for all three charges and was placed on Disciplinary Deferred Suspension for one semester, Disciplinary Probation for one semester, and was required to complete an online educational sanction.

The panel recommended that the student get a “0” on the exam. The faculty member elected to fail the student in the course.

Note: The student was unable to go on a study abroad program they were scheduled to participate in because of the status of Probation/Deferred Suspension.

How can we avoid such a situation in our class?

Vignette 4

Three students were in the same group in a lab course.

The students were told they could do the experiment as a group but were required to write their own lab reports.

Two of the students plagiarized the third student's report.

What do you expect will happen in this situation?

Vignette 4 Outcome

The two students who plagiarized were charged with

Academic Dishonesty B1 (Plagiarism 1): The direct use or paraphrase, of the work, themes or ideas, of another person without full and clear acknowledgment.

Academic Dishonesty B2 (Plagiarism 2): Submitting the work of another as your own in any assignment (including papers, tests, labs, homework, computer assignments, or any other work that is evaluated by the instructor.

Academic Dishonesty A6 (Collusion): Collusion occurs when students willfully give or receive unauthorized or unacknowledged assistance. Both parties to the collusion are considered responsible.

The student who gave them the report was charged with Academic Dishonesty A6 (Collusion)

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Vignette 4 Outcome

All three students were found responsible for all the charges.

All were placed on Disciplinary Probation for one semester.

All three students failed the course.

The panel imposed these sanctions as this was a capstone course for their major.

All three students were barred from graduating because of the “F” in the course.

How can we avoid such a situation in our class?

Vignette 5

A graduate student was required to take a competency exam before moving forward in a doctoral program. The faculty member gave clear instructions that students were not permitted to use any materials during the competency exam. The student brought a flash drive into the exam and used sources on the flash drive.

What do you expect will happen in this situation?

Vignette 5 Outcome

The student was charged with cheating on quizzes and exams, the use of unauthorized sources, and plagiarism.

Definitions from the Code of Conduct: Cheating includes but is not limited to *The use of any unauthorized assistance in taking quizzes, tests, or examinations. (The possession at any quiz or examination of any articles which are prohibited will be regarded as evidence of responsibility.)*

Unauthorized Sources: *The dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports or homework, solving problems, or carrying out other assignments.*

Plagiarism: *(1) The direct use or paraphrase, of the work, themes or ideas, of another person without full and clear acknowledgement. (2) Submitting the work of another as your own in any assignment (including papers, tests, labs, homework, computer assignments, or any other work that is evaluated by the instructor).*

The student was found responsible and expelled from Lehigh University.

How can we avoid such a situation in our class?

Vignette 6

Prior to the start of class, two students have a heated discussion regarding politics and the 2016 presidential campaign. The discussion spills over into class time and the two students each make snarky and derogatory comments about the other. The professor does not say anything to the disruptive students. A week later, a similar incident occurs and the students exchange several insulting and offensive words during class time. A few other students in the course, distracted by the arguing and offended by the language being used, feel that this behavior is having a negative impact on their ability to learn in this classroom.

What could a student do in this situation?

Vignette 6 Outcome

If the students feel comfortable, they should first discuss the situation with the professor. If the students are not comfortable having that conversation, they can consult with their advisor, [Department Chair](#), the [University Ombudsperson](#), or the [Office of Academic Support](#). Any of these individuals can advise the student on how to handle situations like this one and, as appropriate, may provide the faculty member with resources on alternative approaches to handling classroom conflict and student concerns. If the student feels that the situation has not been adequately addressed, the student should contact the Associate Dean of the College.

If the student believes that the conduct implicated a protected characteristic, and could constitute harassment or discrimination, the student can also reach out to the [Equal Opportunity Compliance Coordinator](#).

How can we avoid such a situation in our class?

Vignette 7

A few weeks into a business course, an Asian student notices that her professor calls more frequently on the Asian students, regardless of whether or not they are raising their hands. Several non-Asian students in the class make derogatory comments about how Asian students aren't as smart as people say they are. Even though the professor makes encouraging comments such as, "you'll get the next one" or "you're on the right track," one of the Asian students feels uncomfortable being called on and being mocked by her classmates.

What could a student do in this situation?

Vignette 7 Outcome

If the student feels comfortable, she should first discuss the situation with the professor. If the student perceives that the professor's actions (calling on one group of students more than other students) is due to her national origin or ethnicity, she has the right to pursue this matter, informally or formally, through the [University's Policy on Harassment and Non-Discrimination](#). The student should speak with the [Equal Opportunity Compliance Coordinator](#) regarding any questions she has, to discuss possible informal resolution, or to file a complaint. If the student decides to speak with her advisor, department chair, or other member of the University community for guidance, those individuals will also report the situation to the Equal Opportunity Compliance Coordinator.

If the student does not know if the conduct constitutes harassment, or believes the professor is just being inappropriate or dismissive, she should still contact the [Equal Opportunity Compliance Coordinator](#) to discuss whether or not the behavior constitutes harassment, or the department chair, who may be able to move the student to another section and/or discuss the matter with the faculty member.

How can we avoid such a situation in our class?

If you have questions...

... about how to maintain Academic Integrity in this course, talk with your instructor.

... about how to avoid plagiarism, about Lehigh's Code of Conduct, about how to use Turnitin, etc., visit the [Provost's Academic Integrity website](#).

...about Lehigh's Policy on Harassment and Non-Discrimination, contact the [Equal Opportunity Compliance Coordinator](#).

...about the content of this presentation, see the list of contacts on the next page.

If you have questions about this document or the vignettes, please contact any of the following individuals:

Karen Salvemini, Equal Opportunity Compliance Coordinator

Chris Mulvihill, Assistant Dean of Students, Student Conduct
and Community Standards

Katherine Lavinder, Interim Dean of Students

Anne Anderson, Professor of Finance & Member of the
Academic Integrity Sanction Committee

Greg Reihman, Associate Vice Provost & Director, Center
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