

Policy: 1111 Academic Integrity**Key Process:** Program Delivery**Effective Date:** October 4, 2012

POLICY

New Brunswick Community College (NBCC) is committed to promoting and ensuring academic integrity of student learning. Academic honesty and integrity are fundamental expectations of learners as they assume responsibility for their learning and behaviour. The College recognizes its responsibility to first advise students regarding its expectations on academic honesty and integrity, as well as ethical conduct, while establishing fair and equitable actions that safeguard the integrity of learning.

APPLICATION

To be determined

DEFINITIONS

Academic Sabotage

Cheating

Copyright

Duplicate Submission

False Citation

Industrial Property

Intellectual Property

Plagiarism

SUGGESTION BOX

Your suggestions for improvement to this document and/or its content will be forwarded to the policy owner.

1.0 PURPOSE and SCOPE

To be determined

2.0 WORKFLOW

2.1 Educational standards and expectations on academic integrity and cheating shall be clearly defined and provided to students.

2.2 Breach of academic integrity, ethical conduct and honesty include but are not limited to:

- a) Plagiarism
- b) Cheating on examinations, tests, assignments or reports
- c) Impersonating another individual at an examination/test or on an assignment
- d) Obtaining academic materials, assignments, or examinations belonging to another person without prior approval of the respective course instructor
- e) Falsifying assignments, credentials, transcripts or other academic documents
- f) Submitting false certificates or records
- g) Submitting identical, or substantially similar work, for one course or program of study for another course or program of study without prior approval of the instructor(s)
- h) Interfering with the right of other students to pursue their studies
- i) Knowingly aiding or abetting any of the above offences
- j) Tampering with, or altering work subsequently presented for a review of the original grade awarded
- k) Academic sabotage

2.3 Suspected breaches of academic integrity and honesty will result in an assessment of the student's action with reasonable and progressive disciplinary action where a breach is confirmed.

2.4 Responsibilities

2.4.1 Responsibilities of the College:

- a) Advise students of the consequences for breaches of academic integrity.
- b) Ensure that breaches of academic integrity are dealt with in a reasonable and progressive manner.
- c) Provide reasonable measures to ensure that opportunities for academic misconduct are minimized.

2.4.2 Responsibilities of the Students:

- a) Obtain clarification from NBCC staff when questions about whether the students' or other's actions constitute or have the potential to constitute academic misconduct.
- b) Cooperate with staff during investigations of academic misconduct.
- c) Report all violations they encounter to the attention of the proper authorities.

2.5 Addressing Breaches of Academic Integrity

When there is breach of this policy, the matter will be addressed through policy the 1115 Student Assessment and Appeal Policy (see Related Documents). The results of the assessment process may result



in a change in student standing as detailed in Policy 1113 Student Standing and Timely Completion (see Related Documents).

2.6 Appeal

If a student believes he/she has been falsely accused, he/she may appeal using the steps outlined in NBCC Policy 1115 Student Assessment and Appeal (see Related Documents).