

ISP 190

Academic Honesty

PURPOSE

Defines academic honesty and lists options for instructors to consider when violations occur.

SUMMARY

Academic honesty requires students to generate work that is representative of their own personal abilities and original thinking. All students are expected to perform their academic work ethically and without recourse to plagiarism, cheating, or other dishonest behaviors.

Plagiarism occurs when a student submits work of another as his/her own or fails to credit words, works or ideas borrowed from another source. This may be intentional or accidental.

Cheating occurs when a student uses unauthorized notes to complete an exam, takes an examination for another student, copies answers from other students' examinations or engages in similar conduct intended to falsely represent, or that results in falsely representing, his/her academic capabilities. Students who knowingly provide material to another student for the purpose of committing (or assisting other students to commit) an offense against academic honesty are also subject to the provisions of this standard.

STANDARD

1. In each course syllabus, instructors should define academic honesty and outline expectations and consequences for behavior. Some additional recommendations follow:
 - a. Explicit conversations: As part of class conversations, particularly when assignments are being explained, instructors and students explicitly discuss the meaning of plagiarism and academic honesty within and across disciplines.
 - b. Assignment design: When planning assignments and classes, instructors consider giving many lower-stakes assignments to assess learning, inviting student contributions to prompts and tasks, replacing tests with more interactive assessments, structuring assignments to include drafts, check-ins, and/or revisions, and regularly updating assignments between teaching sections of the same class. These steps have been shown to reduce the likelihood of plagiarism and cheating, which increase when a class grade depends on only a few tasks, with very high stakes.
 - c. The honor pledge: Before submitting assignments or tests, instructors will ask students to write (or a digital equivalent) on their own paper a sentence such as "On my honor, I have not given or received any unauthorized help on this [assessment]." The pledge can be adapted for different forms of instruction (for example, an online class), as well as for different classes or assignments (to invite student conversation and shared agreement). This has been shown

to reduce incidents of cheating and plagiarism. Faculty should discuss the concept and purpose of an honor pledge with students prior to implementation.

2. For any infraction against the expectations of academic honesty, instructors will inform the student of the criteria by which plagiarism or cheating were determined.
3. According to the Student Conduct and Disciplinary policy stated in Clackamas Community College's Student Handbook, the instructor maintains the exclusive right and responsibility to determine grades.
4. In cases of cheating, plagiarism, or other violations, the instructor is responsible for discussing academic honesty with the student and deciding how to handle the situation. Among the instructor's options are:
 - a. Requiring that the assignment be redone;
 - b. Issuing a failing grade for the assignment on which the cheating or plagiarism occurred;
 - c. Issuing the student a failing grade for the class.
5. Depending on the situation, the instructor may also initiate the Student Conduct and Discipline process (as stated in the Student Handbook).
6. For any infractions, instructors should maintain the evidence and/or write an account of the incident in case of redress. According to the Oregon Secretary of State Archives Division (Chapter 166-450-0120), these records should be maintained for a minimum of one year, or until a contested grade is resolved.

REVIEW HISTORY

ISP Committee	Adopted	March 11, 2022
Presidents' Council	Reviewed	March 1, 2022
College Council	Reviewed	November 19, 2021
ISP Committee	Reviewed	February 9, 2018
College Council	Reviewed	February 2, 2018
ISP Committee	Reviewed	January 26, 2018
College Council	Reviewed	January 19, 2018
ISP Committee	Updated Format	August 3, 2016
College Council	Reviewed	May 16, 2014
College Council	Reviewed	March 3, 2006
ISP Committee	Reviewed/No changes	November 2, 1999
Instructional Council	Adopted	August 19, 1994