



3.5 Academic Honesty Policy

Category: Academic Services

Name of Responsible Office: Academic and Student Affairs

Title of Responsible Executive: Provost and Vice President, Academic and Student Affairs

Date Established: October 4, 2021

Date Last Approved:

Policy Statement

Academic honesty and integrity are responsibilities of the student. Violations include but are not limited to cheating and plagiarism, as defined and communicated by the faculty.

Policy

If a student is found to be responsible for violating academic honesty, the faculty member shall assess a penalty within the course, consistent with the magnitude of the transgression. Such penalty may consist of a warning, reduction in grade for the course, or a grade of “F” for the course.

Academic dishonesty may be an individual transgression of one student unabettled by anyone else, or it may involve the complicity of others. All students who are involved in a group action which makes academic dishonesty possible may be considered equally responsible for the transgression and may be subject to the same penalties as though they themselves had committed the act.

A faculty member who has evidence that a student is responsible for academic dishonesty shall initiate the appropriate disciplinary action. However, no penalty shall be imposed until after the student has been informed of the charge, the evidence upon which it is based, and been given the opportunity to present whatever statement or evidence the student desires in their defense.

Every case of academic dishonesty which affects a student’s grade shall be reported in writing to the appropriate department chairperson and the Office of Student Rights and Responsibilities. The Office of Student Rights and Responsibilities may initiate further disciplinary action in any case of repeated infractions, or in cases of complicity on a large scale. Such further disciplinary action shall be at the discretion of the Office of Student Rights and Responsibilities and may result in college disciplinary probation, suspension, or expulsion. A record of the offense and the disciplinary action taken shall remain in the student’s file. Students who are suspended or expelled from the institution will be subject to a transcript notation, as outlined in the Student Code of Conduct.

If a student who commits an act of academic dishonesty withdraws from a course and would have earned a grade of “F” due to academic dishonesty, the instructor has the right to change the grade from “W” to “F.”

Definitions and examples of academic honesty violations can be found in the College Catalog.

Background

Academic integrity provides a foundation for responsible citizenship and protects the value and worth of academic degrees awarded by Monroe Community College. New technologies create increased opportunities for students to engage in academic dishonesty. Research by Who’s Who Among High

School Students shows a majority of college-bound students do not consider cheating a serious transgression.¹

Research by The Center for Academic Integrity shows that “campus norms and practices, such as effective honor codes, can make a significant difference in student behaviors, attitudes and beliefs,” stressing that “[r]aising the level of student academic integrity should be among our highest priorities on college and university campuses.”²

Applicability

The academic honesty policy pertains to all instructional delivery methods offered at the College, including but not limited to classroom instruction, online instruction, remote, hybrid, HyFlex, and self-study.

This policy applies to all members of the College community including but not limited to affiliated organizations, faculty, staff, students, volunteers, vendors, guests, and visitors.

Definitions

- **Cheating:** is the unauthorized use or exchange of information by students or others for the purpose of achieving unfair advantage in the classroom or assessment process.
- **Plagiarism:** is using someone else’s work as if it were one’s own, whether or not it is done intentionally.
- **Unauthorized:** actions are those taken without the explicit permission of the instructor.

Related Information

College Documents

College’s procedure below is available on [MCC Policies](#) webpage.

Academic Honesty Procedure

[Student Code of Conduct](#)

[Report of Academic Dishonesty Violation](#)

¹ Koch, Kathy, “Cheating in Schools: Are High-Stakes Test to Blame?” CQ Researcher, September 22, 2000—Volume 10, Issue 32

² The Center for Academic Integrity, “The Fundamental Values of Academic Integrity”. October 1999, p.2