

ACADEMIC DISHONESTY:
SUGGESTIONS AND POLICY AND PROCEDURES

SUGGESTIONS:

1. Having the professor circulate around the classroom during the exam, especially in large classes.
2. Having alternate forms of the same multiple choice exams distributed in alternate rows (e.g., item #1 on one exam might be item #10 on the other form of the exam.)
3. Being very clear from the first day of class that academic dishonesty is unacceptable, followed by an occasional reminder as necessary during the semester.

POLICIES AND PROCEDURES:

Most acts of academic dishonesty are dealt with between faculty and student and are never brought to the Dean's office. There are those instances, however, where a faculty member alleges a student has cheated and the student pleads innocent. The faculty member under these circumstances should formally bring the student up on FSDC charges. Even if the student pleads guilty the faculty member may bring the student up on FSDC charges, particularly if the faculty member feels that more severe sanctions other than academic penalties are appropriate. Prior to filing FSDC charges, the faculty member may or may not confront the student directly regarding the allegation, depending on individual preference.

After charges have been filed, a conciliation conference will be conducted by a member of our Counseling and Advisement Center staff who will discuss with the faculty member the kinds of sanctions which would seem appropriate.

If the student pleads guilty to the charges or is found guilty by an FSDC hearing the possible sanctions range from suspension or expulsion from the College to prescribed hours of community service here on campus and student review of literature on moral and ethical development and discussion with a member of our Counseling Center staff of the connection between the literature and the act of academic dishonesty the student committed. This, of course, is with the hope that the student learns something from this experience.

The academic consequences of the cheating episode are left up to the faculty member (e.g. the student may fail the exam, may be given the test over, may fail the course, etc.)

After consultation with the faculty member regarding the proposed sanction, the counselor will discuss the allegation and proposed

sanction with the student. If our efforts to mediate a settlement are not successful, or at any point a student requests a hearing, an FSDC hearing will take place.

At this point the Dean of Students (or a representative of the Dean) will prefer disciplinary charges and prosecute the matter before the FSDC. The faculty member will more than likely be called upon to serve as a witness for the prosecution. This is the way the hearing is conducted unless the student is represented by legal counsel (which has happened only twice in the last six years). If the student chooses to be represented by legal counsel, then Jane Denkensohn, Special Counsel to the President, will prosecute the case before the FSDC.

The FSDC will then determine guilt or innocence and, if the student is found guilty, will determine the sanction.

Thank you for your time and attention in reviewing this subject, and let us know if we may be of service.