

Maintaining Academic Integrity

Maintaining academic integrity at a major university is at the forefront of most educators' minds, as it legitimates learning outcome assessments and upholds the integrity of degrees. Regardless of the preemptive measures professors take, many students—both domestic and international—still violate academic integrity standards. This short guide will assist ASU faculty in creating healthy academic boundaries to recognize and effectively manage academic dishonesty in the classroom.

ESTABLISHING ACADEMIC BOUNDARIES

The most effective way to sustain academic integrity in the classroom is to state guidelines on the first day and consistently reiterate them throughout the semester:

- **Define your policy:** in the course syllabus, provide a clear policy of each academic violation, examples of the violation, and possible consequences. *Recommended verbiage is on Page 2 of this guide.*
 - Distribute these as handouts, upload them to Blackboard, and/or send to the class as an email attachment.
 - Spend time on the first day of class reviewing these policies. Even though it may cut into potential teaching time, the twenty minutes spent verbally reviewing this information may curtail issues later on.
 - Policies should not only include rules about cheating but also in-class recording devices, electronic device use during exams, group work parameters, and homework sharing protocol.
 - For accountability, require students to watch the videos and take the quiz for the university-wide [Academic Success Tutorial](#).
- **Remind** students of your policy before major exams and assignment due dates. This can be verbal or via an electronic reminder.
- **Refer** students to campus-wide support systems. ASU has several resources for students on each of its campuses:
 - [University Academic Success Programs \(UASP\)](#)
 - [Writing Centers](#) for undergraduate and graduate students
 - [ASU libraries](#). Librarians are available 24/7 online; librarians include subject-specific specialists and international student liaisons
- **Respond** consistently. If you have stated your policy and provided examples, then regardless of student background or emphatic excuses, the consequences for academic dishonesty should be the same for all students on every incidence.
- **Restrict:**
 - For writing assignments, require essay uploads to Blackboard SafeAssign
 - For math and science exams, allow a pre-determined list of calculators
 - Require students to put cell phones away, particularly during exams
 - Do not allow students to leave and return during exams
- **Create:**
 - Multiple versions of assignments and exams with big pools and randomized answers
 - More guides to problems or processes; for instance, more math problems or writing examples
 - Practices where answers are given; don't give answers to exams (this maintains the integrity of the degree)

TAKING PUNITIVE ACTION

State Policies in Writing

- Definition of offense
- Examples of offensive behavior
- Consequences for offense

Follow-through on Stated Consequences

Faculty

- Track student violations with dates, descriptions of violations, consequences administered, and printed evidence, if available

Departments

- Consider creating and enforcing consistent language for faculty with guidelines for catching, documenting, and penalizing unethical behavior
- Support faculty by referring both the faculty member and the student to the syllabus and the evidence of academic dishonesty, provided by the faculty member

Grading

- “Crimes of opportunity” usually result in a “0” grade for the assignment or exam and possibly the XE, depending on the circumstances
- “Premeditated” cheating automatically merits an XE grade, but only with valid evidence

This information offers language suggestions for faculty to use on syllabi, handouts, and online materials. Feel free to use this exact language or modify any portion to course specifications.

ASU POLICIES ON ACADEMIC DISHONESTY

- Academic integrity is a fundamental value because violations of it cause real harm to real people. Protecting the ASU community from this harm is everyone's responsibility.
- The faculty holds the highest standards of academic integrity. If a student is caught cheating, the sanction can be anything from a lowered grade on an assignment to expulsion from ASU.
- ASU has a grade of "XE" which can become part of a transcript and permanent academic records and explicitly means that the student failed a course because of academic dishonesty (ASU).
- For more information on [ASU policies](https://provost.asu.edu/academic-integrity/policy), visit: <https://provost.asu.edu/academic-integrity/policy>

CHEATING

Using unethical practices to achieve a favorable outcome.

- A student receives too much help from a compatriot/peer/tutor/other, and cannot comprehend, explain, or duplicate the work herself
- A student copies others' work because she claims she doesn't understand the class
- A student purchases answers or essays
- A student uploads a PDF "cheat sheet" to her graphing calculator or phone during a closed-book exam

PLAGIARISM

The intended or unintended use of someone else's work without giving proper credit.

- Lengthy passages are copied verbatim without citations
- A student submits work done by a peer from a previous semester
- A student submits work he did in another class
- A student's references do not match his citations (*misuse of sources*)

CULTURAL PATTERNS: ACADEMIC DISHONESTY

American Culture:

- Patterns for chronic cheating are established in middle school.
- Students cheat predominantly in math and science classes.
- In the past, weaker students cheated more often to get by; today, stronger students resort to cheating to achieve competitive standards, thus reducing its cultural stigma (ETS, 2016).

International Cultures:

- Some students are held to the highest standards by their families and governments; receiving lower grades causes them to lose "face" and be subjected to shame and scorn. This fear may influence students to cheat.
- Many collectivist societies depend on communal reliance; this could influence a student to "help" a fellow countryman with homework or on exams.
- In some cultures, quoting a source without attribution is honoring to the author; therefore, documenting sources may be a new concept for these students.

Source: Educational Testing Service (2016). Academic Cheating Fact Sheet. *Cheating is a Personal Foul*. Retrieved from <http://www.glass-castle.com/clients/www-nocheating-org/adCouncil/research/cheatingfactsheet.html>

To Schedule Departmental Trainings or Faculty Consultations Contact:

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- Cross-Cultural Education Awareness and Teaching Strategies Trainings
- Language Strategies Training for Specific Classes and Cohorts
- General Language and Cultural Etiquette Consultation
- Pronunciation Workshops/Consultation for Visiting Scholars