

# SOCIAL SCIENCES HUMANITIES AND ARTS NEW FACULTY ORIENTATION

- ▶ Academic Integrity, Student Misconduct and Faculty Interaction


- ▶ Presented by: The UC Merced Office of Student Conduct



# OFFICE OF STUDENT CONDUCT

- ▶ Adjudicate academic and social/behavioral misconduct
- ▶ Provide consultation and support
- ▶ Integrity education
- ▶ Student grievances
- ▶ Policy review and development

# OFFICE OF STUDENT CONDUCT (OSC) STAFF

- ▶ Le'Trice Curl, Associate Dean of Students, Director of Student Life and Conduct
  - ▶ Doug Zuidema, Assistant Director of Student Life, Conduct and Integrity Programs
  - ▶ Hayley Montoya, Coordinator of Fraternity and Sorority Life and Student Conduct
  - ▶ Vanessa Hauser, Associate Director of Student Conduct, Compliance and Outreach
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# ACADEMIC MISCONDUCT VIOLATIONS

- ▶ Cheating
- ▶ Plagiarism
- ▶ Falsified Information
- ▶ Collusion
- ▶ Unauthorized Collaboration
- ▶ Re-using work without permission
- ▶ Unfair or Disruptive Conduct are also examples of Academic Misconduct and violations of the Academic Honesty policy.

# WHAT ARE SOME TRICKS STUDENTS MAY USE TO CHEAT?

- ▶ Having another student take an exam in their place.
- ▶ “Can I go to the bathroom?” – having a book or notes in the bathroom.
- ▶ Notes written in Green/Blue books that they bring in for the exam.
- ▶ Clickers – students who don’t attend class give their clicker to other students to receive participation credit without being there.
- ▶ Sending/receiving test answers via text message to/from other students.
- ▶ Google/Internet searching for answers.
- ▶ Programming formulas or answers into calculators.
- ▶ Crib notes or cheat sheets.
- ▶ Buying papers from a paper mill.
- ▶ Entering the class early and writing notes on desktops.
- ▶ Writing notes on body – palm, between fingers, forearms, thighs, legs, etc.
- ▶ Notes on the label of gum, candy or sports drink bottles.
- ▶ Smart watches (sending texts or an app.)
- ▶ Taking photos of exams w/phone and sharing with friends.
- ▶ Submitting a “bad file” to instructor to buy more time to submit.
- ▶ Wearing sunglasses to make it harder to detect cheating during an exam.

# FACULTY ACTION FOR MISCONDUCT

- ▶ Assigning a failing grade for the course
- ▶ Assigning a failing or zero grade for the piece of work
- ▶ Assignment of additional work or re-examination
- ▶ Lowering the grade for the specific piece of work
- ▶ Complete Faculty Report Form For Academically Related Misconduct and submit form and all supporting documentation to Student Conduct and the Dean's Office for your school.



# WHEN MISCONDUCT OCCURS FACULTY MEMBERS SHOULD...

- ▶ Make a determination as to what action will be taken (e.g. zero for assignment).
- ▶ Meet with student to hear their side of story and review situation.
- ▶ Document all conversations and communications.
- ▶ Fill out and submit academic misconduct form, attach all supporting documentation and send to OSC and the Dean's office, ALWAYS.
- ▶ If you have questions, contact us in OSC (located within the Office of Student Life – Granite Pass 167).

# TIPS TO DECREASE ACADEMIC MISCONDUCT

Basic misconduct issues and avoidance procedures:

- ▶ Syllabus – review academic integrity expectations in this document on day one
- ▶ In class reminders, test day reminders, new assignment reminders
- ▶ Review and define collaboration – clarify before each assignment
- ▶ Explain the impact of cheating, helping student's see the bigger picture impacts.





# RED FOLDER AND PACKET REVIEW

- ▶ SRT Sheet): See Something, Say Something, Do Something
- ▶ Assisting Students in Distress
- ▶ Student Response Team (SRT)

# PACKET HANDOUTS AND RESOURCES

- ▶ Handouts: What Faculty Need to Know About Student Conduct
- ▶ UCM Academic Honesty Policy
- ▶ Integrity: An Essential Piece of the Puzzle
- ▶ Faculty Report Form For Academically Related Misconduct
- ▶ An Instructor's Guide to Preventing, Controlling, and Reporting Plagiarism
- ▶ Creating a Climate of Academic Integrity: Tips to Prevent Cheating
- ▶ Collaboration: When You Can and When You Can't Work With Others
- ▶ Establishing Classroom Etiquette and Dealing With Disruption

# THE OFFICE OF STUDENT CONDUCT IS HERE TO SUPPORT YOU

- ▶ Office of Student Conduct  
Granite Pass 167 (within the Office of Student Life)
- ▶ Office Phone: 228-5433
- ▶ [Studentconduct@ucmerced.edu](mailto:Studentconduct@ucmerced.edu)
- ▶ [Studentconduct.ucmerced.edu](http://Studentconduct.ucmerced.edu)
- ▶ [Studentlife.ucmerced.edu](http://Studentlife.ucmerced.edu) (click Student Conduct Link for resources and information)
- ▶ Student Conduct Staff:
- ▶ Le'Trice Curl, Doug Zuidema and Hayley Montoya, Vanessa Hauser