23 Faculty Responsibilities Related to Student Academic Integrity

All members of the university community share responsibility for maintaining and promoting the principles of academic integrity. To guide execution of this responsibility, the university has set a policy defining academic dishonesty and the process to be followed when a student is alleged to have committed a violation. The policies defining academic dishonesty, as well as the review and sanctioning processes, provide educational opportunities for students to understand that academic integrity violations are not simply against the rules, but against the greater philosophy of higher education. Consult the WSU reference guide on academic integrity (http://academicintegrity.WSU.edu) for more guidance. In addition, the responsible academic member (e.g., course instructor or faculty research supervisor), chair, or dean may seek the advice of the dean of the graduate school, the vice president for research, the university ombudsman, or the office of student conduct at any stage of the process described below.

Academic integrity violations include cheating, falsification, fabrication, multiple submission, plagiarism, abuse of academic materials, and complicity in or misconduct in research. Definitions are found in the standards of conduct for students and in WAC 504-26-010. When there is an allegation or evidence of an academic integrity violation, the responsible academic member must conduct a prompt and careful investigation. Physical evidence should be retained and interviews should be conducted with persons who may have knowledge of the events. Students are required by the standards of conduct for students to cooperate with such investigations and are prohibited from assisting in violations of the academic integrity policies.

Following the investigation, if the responsible academic member believes that a violation has occurred, the responsible academic member should assemble the information supporting the alleged violation (offending work, witness statements, original sources, etc.) and notify the student as soon as possible of the alleged violation. The notice should be in written form (email is permissible) and should include a description of the allegation and provide a time, date and place of a meeting to discuss the situation. This meeting is the chance for the student to respond to the allegations. If the student does not respond to the responsible academic member’s initial contact attempt within a reasonable amount of time, one more contact attempt should be made before proceeding with the violation process. Following the meeting (or lack thereof if the responsible academic member is unable to meet with the student), if the responsible academic member continues to believe that a violation occurred by a preponderance of the evidence (i.e., more likely than not), the responsible academic member must provide the student with a written decision including the reason for the responsible academic member’s decision and the evidence relied upon, the academic sanctions imposed in accordance with the course policies, a notice of the student’s right to appeal within 21 calendar days to the academic integrity hearing board, and a statement indicating that the incident will be reported to the office of student conduct. The responsible academic member must then notify the office of student conduct by using the electronic reporting form available at conduct.WSU.edu. The office of student conduct will engage with the responsible academic member and student if an appeal to the academic integrity hearing board is submitted and provide the student with educational sanctions to assist the student in not violating the academic integrity policies in the future if the academic integrity hearing board finds that an academic integrity violation occurred.

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