



California State University  
**BAKERSFIELD**  
*Department of Criminal Justice*

## Academic Integrity Policy

<input type="checkbox"/> <b>Faculty</b>	<input checked="" type="checkbox"/> <b>Students</b>
<b>Date: April 2, 2004</b>	<b>Approved: Robert Fong</b>

Integrity is a fundamental principle for the academic community, and it is an indispensable characteristic for current or aspiring criminal justice professionals. Therefore, the Department of Criminal Justice takes seriously its responsibility to implement the University's policy on academic integrity (academic honesty). The Department expects that students and faculty will familiarize themselves with the University policy and abide by this policy (see Attachment).

In instances in which the academic integrity policy is violated, it is the Department policy that instructors shall have discretion to either assign an "F" for the course or an "F" for the assignment for which the violation occurred. It is expected that instructors will exercise this discretion based on the egregiousness of the instance of academic dishonesty. In addition, instructors shall notify the University's Coordinator of Student Discipline and Judicial Affairs of violations of the academic integrity policy, as set forth in the University policy.

The Department recognizes that an especially prevalent form of academic dishonesty is plagiarism. The Department understands plagiarism to be using the written words of another person, or the unique ideas or concepts of another person, without giving credit to the author of these words or ideas. Plagiarism includes the use, without attribution, of the words or sentences of another writer verbatim, as well as paraphrasing another writer's words, without attribution, in such a manner that no new ideas or perspectives are added.

The Department also recognizes that, in some instances, students may inadequately or improperly credit or cite sources through carelessness or misunderstanding. Absent reason to believe the student intends to misrepresent work of another as his or her own, the Department will not consider such instances as plagiarism. Nevertheless, instructors are expected to assess appropriate penalties for such errors.

## **Attachment**

### **Academic Honesty Policy**

#### **Rights and Responsibilities of Students**

#### **California State University, Bakersfield 2003-2005 Catalog (p. 57)**

**Academic Integrity** – The principles of truth and honesty are recognized as fundamental to a community of teachers and scholars. The University expects that both faculty and students will honor these principles and in doing so will protect the integrity of all academic work and student grades. Students are expected to do all work assigned to them without unauthorized assistance and without giving unauthorized assistance. Faculty have the responsibility of exercising care in the planning and supervision of academic work so that honest effort will be positively reinforced.

There are certain forms of conduct that violate the university's policy of academic integrity. **ACADEMIC DISHONESTY (CHEATING)** is a broad category of actions that use fraud and deception to improve a grade or obtain course credit. Academic dishonesty (cheating) is not limited to examination situations alone, but arises whenever students attempt to gain an unearned academic advantage. **PLAGIARISM** is a specific form of academic dishonesty (cheating) which consists of misuse of published or unpublished works of another by claiming them as one's own. Plagiarism may consist of handing in someone else's work, copying or purchasing a composition, using ideas, paragraphs, sentences, phrases or words written by another, or using data and/or statistics compiled by another without giving appropriate citation. Another example of academic dishonesty (cheating) is the **SUBMISSION OF THE SAME**, or essentially the same, **PAPER** or other assignment for credit in two different courses without receiving prior approval.

When a faculty member discovers a violation of the university's policy of academic integrity, the faculty member is required to notify the university's Coordinator of Student Discipline and Judicial Affairs of the alleged violation, including the name(s) of the student(s) suspected, the class in which the alleged violation occurred, the circumstances of the alleged violation, and the evidence (including witnesses) supporting the allegation. The faculty member shall also formally notify the student(s) suspected of violating the university's policy of academic integrity, the department chair, and the school dean. The Coordinator of Student Discipline and Judicial Affairs shall conduct an investigation, confer with the faculty member, student(s), and any witnesses identified, and review all evidence submitted by the faculty member and student(s). Normally the Coordinator of Student Discipline and Judicial Affairs shall make a settlement agreement with the student for his/her first violation of academic integrity with the following sanctions:

- final course grade of "F"
- one-year "academic probation" requiring a meeting with the Coordinator of Student Discipline and Judicial Affairs prior to registration for each subsequent academic term of the probationary year.

**Instructional Policy: Integrity of Scholarship and Grades  
University Handbook for Faculty (January 2003)**

University faculty have adopted an Academic Honesty policy, which all faculty are expected to enforce. Instructors shall exercise care in the planning and supervision of academic work so that honest effort is positively encouraged.

In all cases of academic dishonesty, the instructor shall forward to the school dean and Associate Vice President of Academic Affairs in writing the name of the student and the nature of the offense. The first offense shall result in the student receiving an "F" in the course; the second offense shall result in the termination of the student's enrollment at the University. Such decisions may be appealed by the student.