

PROCEDURE FOR SUSPECTED VIOLATIONS OF ACADEMIC INTEGRITY

Professors who suspect that academic misconduct has occurred are required to investigate the matter. The student may either accept responsibility for the charge and accept the professor's grade penalty in the course or dispute the charge by requesting a hearing with the Academic Discipline Committee. (Academic discipline panels include faculty and students.) All infractions, including those resolved between the faculty member and the student, must be reported to the Associate Academic Dean and reviewed by the Academic Discipline Committee.

PENALTIES

Typical penalties for academic misconduct include an F on the paper, test, or assignment, an adjusted semester grade in the course, or a failing grade in the course. The Academic Discipline Committee routinely assesses additional penalties such as tutorials and/or revocation of pass/no-pass status.

MULTIPLE OFFENSES

Academic Discipline Committee hearings are automatically convened in the case of second or multiple suspected academic integrity violations. In such circumstances the committee considers such sanctions as suspension, expulsion from the university, and/or other, more severe, recourses.

ADDITIONAL INFORMATION

Please visit www.furman.edu/integrity for more resources regarding academic integrity, including links to Furman policies. Direct any questions or concerns to the Associate Academic Dean, Dr. Jeremy Cass, in person (*Administration 206*), by phone (*extension 2064*), or by email (academic.deans@furman.edu).

* Second Edition of *The Fundamental Values of Academic Integrity* brochure, published by The Center for Academic Integrity, Clemson University, 2014 (academicintegrity.org).

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ACADEMIC INTEGRITY AT FURMAN

*“Rather fail with honor
than succeed by fraud.”*

–SOPHOCLES

*“KNOWLEDGE WITHOUT INTEGRITY IS
DANGEROUS AND DREADFUL.”*

–*Samuel Johnson*

*“It is better to deserve honors and
not have them than to have them
and not deserve them.”*

–*Mark Twain*

IT IS THE DESIRE OF FURMAN UNIVERSITY TO UNITE ITS MEMBERS IN A COLLECTIVE COMMITMENT TO INTEGRITY. IN SO DOING, FURMAN UNIVERSITY STRIVES TO TEACH ITS MEMBERS TO LIVE LIVES OF HUMILITY, RESPECT, AND RESPONSIBILITY. THEREFORE, IT IS THE EXPECTATION THAT ALL MEMBERS OF THE FURMAN UNIVERSITY COMMUNITY WILL CONDUCT THEMSELVES WITH INTEGRITY IN ALL ENDEAVORS. IN HONORING THESE VALUES AND IDEALS AS FURMAN UNIVERSITY'S FOUNDATION, IT IS WITH UTMOST FAITHFULNESS AND DIGNITY THAT I WILL SUBSCRIBE TO THEM.

–*FURMAN INTEGRITY PLEDGE*

The Furman Integrity Pledge serves as the cornerstone of life in and out of the classroom at Furman. Within this framework, the healthy functioning of the undergraduate learning community depends upon the six fundamental values of academic integrity: honesty, trust, respect, fairness, responsibility, and courage.* As an institution, Furman expects all members of its community to uphold and comply with the highest standards of academic conduct. Violations of the ethical standards of the institution will have severe consequences.

As a student at Furman, you have a serious responsibility to uphold academic integrity. First and foremost, you must behave honorably in your own academic work. This means you must be aware of what constitutes academic dishonesty (some examples are listed below). If you are unsure of what is required or is not allowed for a particular assignment, it is your responsibility to ask your instructor for clarification. If you have a doubt, ask. You should also carefully consult all the information found in the student section of the Academic Integrity website (furman.edu/integrity). Being informed is vital, since ignorance of what constitutes academic misconduct is not an acceptable defense for violating the community standard.

Additionally, you should commit yourself to promoting academic integrity among your peers. Set the standard for honesty and encourage others to do the same. If you suspect that a fellow student is cheating, you should notify your professor immediately.

EXAMPLES OF ACADEMIC MISCONDUCT

Below are some examples (*not* an exhaustive list) of academic misconduct. Remember to ask your course instructor to clarify what is permissible.

CHEATING

- Using unauthorized notes, study aids, or information from another student or student's paper on an assignment or examination.
- Representing someone else's work as your own.
- Fabricating or falsifying data.

PLAGIARISM

- Representing someone else's ideas, words, expression, statements, pictures, graphs, organizational structure, etc., as your own without proper acknowledgment or citation. Please note that this applies to material drawn from any source, including the Internet. You should consult with your instructor about the proper citation format for Internet sources.
- Copying word for word from another source without proper attribution.
- Paraphrasing another's written ideas and presenting them as one's own.
- Self-Plagiarism - Turning in same work for different assignments.

UNACCEPTABLE COLLABORATION

- Submitting as one's own work the product of collaboration with another student or students.
- Working with other students on an assignment intended to be done individually.

FACILITATING MISCONDUCT

- Providing material or information (e.g., term papers, data, answers to questions, information about a test already taken) to another person, either deliberately or inadvertently, with the knowledge that these materials or information could be used improperly.

OTHER TYPES OF MISREPRESENTATION

- Falsifying one's attendance at a Cultural Life Program event (see The Helmsman, "Administrative Policies").
- Lying to a university official (instructor, administrator, staff member).
- Forging an official document.