

STUDENT LIFE COMMITTEE MEETING MINUTES
APRIL 16, 2009

Present: Judy Kutulus (chair), Diane Angell, Heather Campbell, Jim Hanson, Tim Howe, Greg Kneaser, Erin Anderson (student), Kim Spitzfaden (student)

I. Report from meeting with Kay Smith about Honor Council

- A. Suggestions about Honor Council/Academic Integrity
1. The system needs to encourage honesty.
 2. There needs to be *consistency* in penalties but also *efficiency* and timeliness. Faculty need to trust in the process.
 3. Currently, a student brought before the Honor Council has no chance to prepare for the hearing. A better model would be to educate the student about the process prior to a hearing, and tell him/her about possible penalties.
 4. Perhaps Honor Council and the Academic Integrity Appeals Committee could be merged
 - i. If so, this should be a standing committee of both faculty and students that is always scheduled to meet at a regular weekly time. Currently, Honor Council sets meetings only when there is a case, and it is difficult to find meeting times, which delays hearings.
 - ii. This new committee could take care of *all* issues of academic integrity, including plagiarism, cheating on tests, working with a group when individual work is required, completing internship/off-campus experience hours, etc.
- B. There was consensus in the meeting that changes to the Honor Council (like integrating the Honor Council with the Academic Integrity Appeals Committee) should be discussed at a later date, after an Academic Integrity policy is put into place.

II. Draft of Academic Integrity Policy

- A. Specific Wording of the Policy
1. The committee agreed that having sections of the policy for Student and Faculty Responsibilities demonstrates a community commitment to academic integrity.
 2. Language in the Faculty Responsibility section -- “Will” vs. “Should” vs. “Shall.” Jim Hanson will get Arnie Ostebee’s input on the appropriate language.
- B. Violations and Penalties
1. Instructors will decide the level of violation.
 2. There was a discussion about whether or not there should be a standardization of penalties and whether all Level 2 cases should go to a committee. It was determined that in the first year of this policy, Rich Durocher could be the “sounding” board for faculty when there are questions about academic integrity violations. The decision was made to

- keep the reference to levels of violations in the policy (which parallel student judicial codes).
 - 3. If faculty members request it, the student's class dean could sit in on a meeting regarding academic integrity (especially for Level 2 violations).
 - 4. Standardization of penalties will be discussed at a later date.
- C. Records
 - 1. There needs to be some record of violations – use the form attached to the Academic Integrity policy.
 - 2. Should be consultation between Dean of Students and faculty for record keeping. The Dean currently keeps records related to academic integrity. Faculty can have access through the Dean of Students office to those records (not a FERPA violation).
- D. Appeals
 - 1. If student decides to have case heard, s/he should appeal to the Provost. The Provost would review the appeal for merit, and then would pass it along to the Appeals Committee of the SLC (which currently exists in bylaws).
- E. Communication of the Policy with Campus Community
 - 1. Faculty could play an integral role in influencing student decisions about academic integrity. Discussion about academic integrity and scholarship, facilitated by faculty, could be powerful.
 - 2. Ideas for communication of the policy
 - i. Advisers meet with new students during Week 1 to inform them of the policy and ask them to sign a statement
 - ii. Students sign a statement regarding academic integrity at the beginning of each semester
 - iii. Students sign a statement regarding academic integrity at the beginning of each course each semester after course instructors discuss the policy.
 - 3. SLC decided to table this discussion until after a policy on academic integrity has been approved.

III. Action Items

- A. Jim will draft the final policy and ask faculty to review prior to the Faculty Meeting
- B. At the next Faculty Meeting, Judy/Greg/Jim will discuss the policy. Details about how Honor Council will best be integrated and how the policy is communicated with students will be on the agenda for the Student Life Committee next year.
- C. Judy will send out reminder before Week 1 for faculty to talk to new advisees about academic integrity.

Submitted by Heather Campbell