

## SOCIAL SCIENCE DEPARTMENT ACADEMIC DISHONESTY POLICY

Approved by Social Science Department 4/6/2010

All incidents of unintentional plagiarism or academic dishonesty identified in any social science course require reporting to the Vice President for Student Services (VPSS) and disciplinary action. This policy is in accordance with Nevada System of Higher Education (NSHE) *Code Title 2, Chapter 6* and Great Basin College (GBC) policy on Student Conduct and Academic Honesty as detailed in the GBC catalog.

### DEFINITIONS

**Unintentional Plagiarism** (100-200 level courses only) has occurred when a student's work seems to reflect a poor understanding of using and citing sources; that is, the student seems to be ignorant of why, when, and how to paraphrase or quote in accordance with scholarly expectations. This type of plagiarism can include such practices as inconsistent paraphrasing (using sentence fragments or specific words from the original source or citing quotes but not paraphrased material, for example). We consider this type of incident to be a learning opportunity for the student and a lesser incident than deliberate plagiarism, a form of academic dishonesty.

**Academic Dishonesty** (all courses) includes deliberate plagiarism and other forms of cheating. Unlike unintentional plagiarism, this is considered to be cheating and the consequences for the behavior are immediately more severe.

Deliberate plagiarism has occurred when a student's "work" shows a pattern of subterfuge including, but not limited to, intentionally copying another person's work (i.e., downloading passages from the internet, copying substantial passages from a book, abstracts, articles, or other sources), faking sources, reusing papers from other classes without express permission from both instructors, use of another student's paper, and/or purchasing a paper. Other examples may apply as well.

Please note that students who have taken lower division courses have been exposed to the doing of academic citation and plagiarism in at least their English courses and many other courses at GBC—we presume students at the 300-400 level have been informed about plagiarism.

Other forms of cheating include such practices as the use of or attempt to use unauthorized materials (i.e., textbooks, notes, electronic devices) during any academic exercise including, for example, exams, in-class exercises, quizzes, etc., talking during exam situations, copying from another student during an exam situation, submitting work that has been done by others, having another person represent the student in class (on-line, IAV or live). Other examples may apply as well.

### ACTION PLANS

Both unintentional plagiarism and academic dishonesty require some form of disciplinary action. **The following levels of increasing, progressive disciplinary measures, based upon the number of incidents, is only a guideline. If the incident is sufficiently severe, the maximum penalties authorized under the NSHE Code may be imposed.**

**Unintentional Plagiarism—poor understanding of academic standards for citation.** This category only applies to 100-200 level courses.

- 1<sup>st</sup> incident
1. Report incident and disciplinary action taken to VPSS;
  2. Meet with student to discuss issue;
  3. Possible disciplinary action(s): rewrite assignment, point deduction, zero for assignment, overall grade reduction, and/or failure of course;
  4. Signed statement acknowledging an understanding plagiarism and academic citation by reading a “what is plagiarism” document, viewing a film on plagiarism, or being assigned additional work in the Academic Success Center relating to accurate documentation and citation of sources; and
  5. Signed statement is then sent to the VPSS.
- 2<sup>nd</sup> incident
1. Report incident to VPSS;
  2. Meet with student and VPSS to discuss issue;
  3. Determine disciplinary action in consultation with VPSS; and
  4. Possible disciplinary action(s): zero for assignment, point deduction, assign additional work, overall grade reduction, and/or failure of course;
  5. Student must write a 3-5 page paper on plagiarism using academic sources and proper citation; and
  6. Student receives a written warning/reprimand.
- 3<sup>rd</sup> incident
1. Report incident to VPSS;
  2. Meet with student and VPSS to discuss issue;
  3. Determine disciplinary action in consultation with VPSS; and
  4. Disciplinary action(s): failure of course **AND** academic probation.

**Academic Dishonesty—deliberate plagiarism and other forms of cheating.** This category applies to 100-400 level courses.

1. Report incident to VPSS (this is required);
2. Meet with student and VPSS to discuss issue;
3. Determine disciplinary action in consultation with VPSS;
4. Recommended disciplinary action: zero for assignment, overall grade reduction, and/or failure of course;
5. Formal censure in the form of a written warning is required regardless of other actions. For repeated or more egregious incidents, academic probation or expulsion from GBC may occur; and
6. For 300-400 level courses, incidents of academic dishonesty will be reported to Bachelor program supervisors and committees. In this case the VPSS will inform program supervisors in writing. Program supervisor/committees may have specific protocols to deal with such issues.