

## Policy 3-01: Academic Misconduct

Academic misconduct includes cheating, plagiarizing, research misconduct, misrepresenting one's work, and inappropriately collaborating. Definitions of these and other terms can be found in the Student Code at <http://www.regulations.utah.edu/academics/6-400.html>. The Student Code (at section 6-400(V)) also specifies the required procedures that must be followed when disciplinary actions are taken in response to instances of academic misconduct. The purpose of this policy statement is to articulate for the College of Architecture + Planning (a) the initial steps faculty in the college should follow when they suspect academic misconduct has occurred, and (b) the penalties that will be imposed when academic misconduct has been substantiated.

### 1. Definitions

In addition to the terms defined in the Student Code (section 6-400.I.B), the following terms are defined for the purpose of this policy.

*Intentional* – “Done with the aim of carrying out the act.” (Black’s Law Dictionary, 2009).

*Negligent* – “Characterized by a person’s failure to exercise the degree of care that someone of ordinary prudence would have exercised in the same circumstance.” (Black’s Law Dictionary, 2009).

### 2. Faculty Responsibilities

A faculty member who discovers or receives a complaint of alleged misconduct relating to an academic activity for which the faculty member is responsible shall (a) notify the administrative assistant for the student’s department of the discovery or complaint and (b) take the actions specified in section 6-400(V) of the Student Code.

After following the steps in the Student Code, if the faculty member determines that no academic misconduct has occurred, she/he will document in writing that the student is not responsible for any academic misconduct and shall provide a copy of that document to the student and to the department administrative assistant.

If the faculty member determines academic misconduct has occurred, she/he will take into account whether the act was intentional or a result of negligence in determining the appropriate consequence, which can be up to failing the course. The faculty member shall document the resolution of the case in writing and shall provide a copy of that document to the student and to the department administrative assistant.

### 3. Repeat Offenses

Upon a student’s second occurrence of academic misconduct within the department, the department will follow the process outlined in the Student Code to seek the student’s dismissal from the student’s current academic program.