

Academic Integrity Policy

Absolute integrity is expected of every Maritime student in all academic undertakings. Integrity entails a firm adherence to a set of values, and the values most essential to an academic community are grounded on the concept of honesty with respect to the intellectual efforts of oneself and others. Academic integrity is expected not only in formal coursework situations, but in all University relationships and interactions connected to the educational process, including the use of University resources. While both students and faculty of Maritime College assume the responsibility of maintaining and furthering these values, this document is concerned specifically with the conduct of students.

A Maritime student's submission of work for academic credit indicates that the work is the student's own. All outside assistance should be acknowledged, and the student's academic position truthfully reported at all times. In addition, Maritime students have a right to expect academic integrity from each of their peers.

Students are expected to do their own work in class, on assignments, laboratory experiments, and examinations or tests in accordance with the directions given by the instructor. It is the responsibility of all students to read and understand this statement of College policy on academic integrity. Maritime College considers the violation of academic integrity a serious matter, and one that will be treated as such.

A student who violates academic integrity may, depending on the nature of the offense, be subject to one or more of the following measures: failure of the assignment or examination, failure of the course, dismissal from the Regiment of Cadets, or dismissal from the College. Violations of academic integrity, also known as academic dishonesty, are subject to review by the Judicial Board. In addition to facing the Judicial Board, Regimental Students may be brought before a Captain's Mast and/or a Suitability Hearing Board. For further information, see the Organization, Operation, and Regulations Manual for the Regiment of Cadets.

A. Examples of Academic Dishonesty

Academic dishonesty includes cheating, plagiarism, obtaining unfair advantage, falsification of official documents, and collusion. The following definitions are intended to help students understand what constitutes academic dishonesty, but it is not intended to be a complete list:

1. Cheating is the attempted or unauthorized use of materials, information, notes, study aids, devices or communication during an academic exercise.
2. Plagiarism is the act of presenting another person's ideas, research or writing as your own.
3. Obtaining an unfair advantage.
4. Falsification of official documents.
5. Collusion is lending assistance or failing to report witnessed acts of academic misconduct.

B. Faculty Responsibilities

1. Faculty should take steps to ensure that conditions during an exam or quiz are not conducive to cheating.
2. Faculty members should state clearly in all syllabi that violations of academic integrity will not be tolerated at Maritime College and that acts of academic dishonesty will be penalized in accordance the terms of this article.

3. Faculty members shall define as much as possible what terms like plagiarism mean and what is considered cheating in their course, especially in cases where such terms or instances are not obvious.

4. Faculty members who encounter acts of academic dishonesty are required to report them in writing to the Judicial Board, together with a list of any penalties already imposed (e.g., failure of assignment, failure of course, etc.) and a possible recommendation to the Board of any additional action to be taken. The chairman of the Board will record the information in a database maintained by the Board. If this is a first offense, the Board will take no further action unless requested by the Faculty member. If this is not a first offense, the chair will convene the Board and review the case.

5. Whenever possible, the faculty member should impound the evidence of suspected dishonesty. If necessary, photocopies should be made. Such evidence will not be returned to the student, but will be kept in the confidential files of the Judicial Board.

6. Failure by the faculty member to execute any of these responsibilities will not constitute grounds for dismissal of charges against a student.

C. Student Responsibilities

1. Students are encouraged to notify the instructor if they observe an act of academic dishonesty. If a student reports such an incident, the instructor shall be obligated to pursue the matter as indicated above. If, in the opinion of the student who has reported the incident, the instructor has not fulfilled his/her responsibilities in this matter, that student may take one or more of the following steps in an attempt to resolve the situation:

2. Confer with the department chairperson.

3. Confer with the Vice-President for Academic Affairs.