



Policy 3.40
Academic Integrity Policy
Reviewed 10/2015

Past, present, and prospective students have a right to expect that the College will not condone any action that compromises, undermines, or invalidates the credibility of their academic achievements.

Academic dishonesty is defined as any instance in which a student behaves in a manner that adversely affects the integrity of the academic process. Students who consciously choose to violate the standards of academic honesty to benefit themselves and/or others marginalize and devalue the honest efforts of all other students who are products of this institution. Intentional acts of academic dishonesty also damage the reputation of the college, the community, the instructors, and fellow students. Examples of such behavior include, but are not limited to, the following:

Cheating: the use, or attempted use of unauthorized materials, information, or study aids; unauthorized copying or collaboration

Plagiarizing: the use of another's words, ideas, or product without appropriate acknowledgement.

Falsifying academic information: the intentional misrepresentation or invention of any information, such as falsifying research, inventing or exaggerating data

Collusion: to assist another to commit an act of academic dishonesty, such as paying or bribing someone to acquire a test or assignment, to take a test or do an assignment for someone else.

Other Academic Misconduct: to intentionally violate MRC college policies, such as tampering with grades; sabotaging another student's work, etc.

Policy: It is the policy of Mesabi Range College to uphold resolutely the integrity of its academic programs by actively promoting ethical behavior while sanctioning unethical conduct.

Procedure:

1. When a faculty member suspects a violation of academic integrity, he or she will typically talk with the student and consider an appropriate sanction. The faculty member will record the incident by filling out an Academic Dishonesty Report form, which includes the imposed action and possible recommendations for further action (s). Copies will go to the student, the Dean of Students and the Academic Dean.
2. The Dean of Students will review this form to decide if additional disciplinary sanctions may be warranted depending on the severity of the violation(s) or where repeat violations of the Student Code of Conduct have occurred. If the Dean of Students determines that additional sanctions are warranted, the student will be notified in writing of the proposed actions(s). Sanctions may include loss of privileges, suspension from MRC for a specified period of time or expulsion from the College.
3. The student has the right to appeal the additional sanctions. If the student wishes to appeal, he/she must give written notification to the Dean of Students within five (5) days of receipt of the Academic Dishonesty Report form from the Dean's office. If the student does not file any appeal within five

days, any further right to appeal this decision shall be waived.

4. The Dean of Students or designee shall schedule a hearing, no later than 5 days from filing of appeal, with the student who may request a representative at the discipline hearing.
5. The Dean of Students will notify the student and the instructor in writing (within 5 days of the hearing) of the final decision.

Review/Revision History:

Adopted 4/2005

Reviewed through Shared Governance on 3/15/2011

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