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Oregon Tech Policy OIT-14-030 Student Academic Integrity

1. Policy Statement

This policy defines academic dishonesty and its various forms in the interest of maintaining

academic actions and disciplinary procedures that may result from academic dishonesty, along with

affirming the rights of students in relation to academic dishonesty.

Reason for Policy/Purpose

As part of our mission to enable students to become responsible citizens by developing ethical awareness, Oregon Tech

Academic Dishonesty is defined as cheating, plagiarism or otherwise obtaining grades under false

Plagiarism: submitting the language, ideas, thoughts, or work of another as one's own or assisting in the act of plagiarism by allowing one's work to be used in this fashion. This can include the unauthorized use of GenAI (see definition).

Unauthorized Use of GenAI: submitting work done with the assistance of GenAI or a similar technology without written permission from the course instructor to do so. Essentially, such an act is a form of plagiarism or cheating, depending on the assignment, carrying the same penalties. Written permission may take the form of a syllabus policy, an assignment or exam instruction, an individual email, or otherwise. Even with written permission, students must declare/cite any use of GenAI assistance in their submissions.

Exception for Unauthorized Use of GenAI: editing and grammar suggestions on word processing programs are a form of GenAI. The use of such suggestions within or between a sentence is similar to using spellcheck and is allowable, though in the interest of learning, students are advised to consider the effectiveness of GenAI suggestions.

5. Policy

5.1 Academic Action and Disciplinary Procedures

Disciplinary procedures for incidents of academic dishonesty may involve both academic and administrative action. After following the settlement procedures outlined below, the instructor of record may choose one or more of the following actions:

1. Provide a written warning to the student (with copy to the Office of Student Affairs).
2. Award a failing mark on the test or paper in question.
3. Require the student to retake the test or resubmit the paper.
4. Refer the case to the Student Hearing Commission.

Academic action by instructor of record may not include assigning a grade of "F" for the course or administratively withdrawing the student from the course based solely upon the incident of academic dishonesty. (Oregon Department of Justice Memorandum, 1979)

Administrative directors who determine in the course of their duties that academic dishonesty has occurred will also use the settlement procedures outlined below, notifying the instructor of record, and may choose either action 1 or 4, above.

All academic dishonesty cases will be reported to the Office of Student Affairs. If a faculty member and/or administrative director has evidence that a student has violated the Student Academic Integrity policy, the case may be handled either through settlement or a hearing. If the student is attending Oregon Tech, the faculty member and/or administrative director must meet with the student as soon as possible after discovering the violation. After meeting with the student, the faculty member and/or administrative director will determine the appropriate procedure based on the following:

1. If the faculty member and/or administrative director believes that the suspected violation can be resolved under the settlement procedures, they will contact the Office of Student Affairs to determine if the student is eligible for settlement. If a student has a prior academic dishonesty offense, they are not eligible for settlement.

5.3 Record Keeping

All Academic Dishonesty Settlement forms must be forwarded to the Office of Student Affairs.

6. Links to Related Procedures, Forms, or Information

[Dean of Students 6 FdiEM-3 \(a\)P5MD 11 BC -0 622 T6 81Tc 0 6 \(ref 6 FB \)TEMC /Ink 4MCID 58T3 1](#)