S.19-48

SFU OFFICE OF THE REGISTRAR
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MEMORANDUM

ATTENTION Senate

DATE March 4, 2019

FROM Rummana Khan Hemani
Registrar & Executive Director,
Student Enrollment

RE: Annual Report on Student Discipline

As per Policy S.10, Code of Academic Integrity and Good Conduct, please find enclosed the Annual Report on Student Discipline matters from September 1, 2017 to August 31, 2018.

Academic Discipline Annual report
Annual Student Conduct Report
University Board on Student Discipline
Senate Committee on Disciplinary Appeals

RKHemani

Rummana Khan Hemani
Registrar & Executive Director,
Student Enrollment

SFU SENATE AND ACADEMIC SERVICES

MEMORANDUM

ATTENTION	Senate	DATE	February 26, 2019
FROM	Heather Roberts, Academic Integrity Coordinator, Senate and Academic Services (acting)		
RE:	ACADEMIC DISCIPLINE REPORT 2017-2018		

The Code of Academic Integrity and Good Conduct requires reporting of academic dishonesty incidents to the Registrar's office. This report covers terms from September 2017 to August 2018.

There are 44 active Academic Integrity Advisors representing all programs, departments and faculties coordinated by the Academic Integrity Coordinator in the Registrar's office. The Academic Integrity Advisory Committee reports to the Registrar and 2017-2018 members included: Rebecca Goyan, Donna McGee-Thompson, Brad Johnson, Rummana Khan-Hemani, Jo Hinchliffe, Rob Gordon, Toby Donaldson and Heather Roberts.

The Academic Integrity Coordinator in the Registrar's office collects and compiles data regarding academic dishonesty cases from units across all three campuses. Between September 2017 and August 2018, 405 incident report forms were filed in the Registrar's office, which is a 61% increase over last year. This increase is likely due to two large cases from the Fall 2017 term, along with an increase in awareness among instructors regarding the importance of reporting cases of academic dishonesty. 55% of cases were related to international students, which is an increase from last year's 41%. This is a concern as international students made up only 19% of the university student body during this time period.

Table 1 lists the most common types of incidents that occur and Table 2 details the breakdown of penalties assigned. Table 3 provides a breakdown of incident reports by Faculty.

TABLE 1

Type of Incident:	September 2014 to August 2015	September 2015 to August 2016	September 2016 to August 2017	September 2017 to August 2018
Plagiarism Examples: - Student submitted a programming assignment that was copied from an online source. - Student copied information from three websites without citing the sources. - Student submitted a paper that was at least 85% plagiarized.	118	169	137	126
Cheating on exams or assignments Examples: - Student used a cellphone during an exam. - Student went to the washroom and logged into Canvas during an exam. - Student received "editing" help on an assignment through a paid service.	112	153	112	265
Fraud/Misrepresentation Examples: - Student forged instructor's signature on notebooks in order to get marks for completion. - Student handed in false information for a coop report.	2	5	2	14
TOTAL	**232**	**327**	**251**	**405**

TABLE 2

Penalties ***Note: Students can receive more than one penalty**	**Sept. 2014 to Aug. 2015**	**Sept. 2015 to Aug. 2016**	**Sept. 2016 to Aug. 2017**	**Sept. 2017 to Aug. 2018**
Give the student a warning	24	28	15	31
Assign a grade penalty less harsh than 'F' for the work	54	60	42	46
Impose a failing mark for the work	115	195	166	178
Assign a grade less harsh than 'FD' for the course	4	5	12	109
Assign a grade of "FD"	6	10	6	5
Re-do the work or do supplementary work	28	32	24	32
Issue a formal reprimand	3	12	5	19

TABLE 3

Faculty	**% of students in Faculty**	**Incident Reports Sept. 2014 to Aug. 2015**	**Incident Reports Sept. 2015 to Aug. 2016**	**Incident Reports Sept. 2016 to Aug. 2017**	**Incident Reports Sept. 2017 to Aug. 2018**
BUS	14	17	19	17	12
EDUC	7	2	0	2	7
ENV	4	0	1	2	1
FAS	13	66	113	57	69
FASS	34	112	139	115	203
FCAT	10	3	5	6	22
HSCI	4	8	18	9	7
SCI	14	23	32	43	84

STUDENT SERVICES
Academic Integrity & Good Conduct Office

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MEMORANDUM

ATTENTION Senate
DATE December 6, 2018
FROM Heather Roberts, Student Conduct Coordinator
PAGES 2
RE: Annual Report on Student Conduct:
September 1, 2017 through to August 31, 2018

According to the policy S10.02 - Principles and Procedures for Student Discipline, "The Registrar and the Associate Vice-President Students or designate must maintain a statistical summary of cases handled through their offices each year, and these data must be included in the Annual Report to Senate on Student Discipline Matters." The Academic Integrity and Good Conduct Office (AIGCO) serves as the designate for the Associate Vice-President Students in the response to reports of student misconduct. This report does not include repeated incidents of Academic Dishonesty by the same student (these are included in the report on Academic Discipline). This report covers the period of September 1, 2017 to August 31, 2018.

The following table and figures provide an overview of the 27 unique incidents deemed to be student misconduct by the AIGCO in this reporting period.

Table 1 provides a four-year history of the cases dealt with under Policy S10, categorized by type of incident.

Table 1 – Misconduct Cases by Type from 2014 to 2018

	2014/2015	2015/2016	2016/2017	2017/2018
Disruptive or Dangerous Behaviour	13	10	13	10
Damage, Destruction or Theft	4	2	2	2
Fraud and Misuse	3	4	9	6
Violation of University Policies	2	4	4	6
Firearms or Other Weapons	2	1	0	0
Illegal Conduct	4	0	0	0
Unauthorized Entry or Presence	2	4	4	3
Misuse of Disciplinary Procedures	0	0	0	0
TOTAL	30	25	32	27

Of the 27 cases of student misconduct during this reporting period, 18 (67%) incidents involved domestic students, while 9 (33%) cases involved international students.

Table 2 provides a comparison of incident rates by academic level. According to the 2017-2018 reporting period data, 1st year students accounted for only 7% of the cases of misconduct, while 30% of cases were

students in the final year of their undergraduate degree program. By comparison, no misconduct cases involved graduate students.

Table 2 – Misconduct Cases by Academic Level

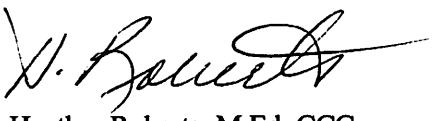
Academic Level	# of Reported Incidents
1st Year	
Term 1	2
Term 2	0
2nd Year	
Term 1	6
Term 2	2
3rd Year	
Term 1	5
Term 2	4
4th Year	
Term 1	4
Term 2	4
Graduate	0
Non-Credit	0
TOTAL	27

Table 3 provides a summary of the outcomes of the cases of misconduct. Letters of apology and informal resolutions were the most common outcomes. In some cases, more than one outcome was applied. In three cases, the student has not returned to SFU so there has been no resolution.

Table 3 – Types of Outcomes Applied

Informal Resolution	11
Letter of Apology	8
Formal Reprimand	5
Referred for Professional Assistance	3
Recovery of Costs	1
Referred to UBSD	0

Respectfully Submitted,



Heather Roberts, M.Ed. CCC
Student Conduct Coordinator
Academic Integrity & Good Conduct Office

University Board on Student Discipline

Reporting Period: September 1, 2017 – August 31, 2018

UBSD Membership

Faculty: V. Gordon Rose (Coordinator), Psychology (January 2009 - December 2018)
Tony Williams, Biological Sciences (September 2016 – July 2019)
David Murphy, Communication (May 2014 - April 2020)

Students: Jayme Lewthwaite, Graduate, Science (March 2016 - February 2019)
Raajan Garcha, Undergraduate, Health Sciences (February 2018 – January 2019)
Adebola Ige, Graduate, Computing Science (August 2016 – July 2018)

Staff: Shelley Gair, Graduate Studies (November 2014 - October 2020)
Harriet Chicoine, Engineering Science (January 2010 - October 2018)
Tracy Bruneau, Computing Science (August 2004 - August 2019)

Seven cases concerning academic dishonesty were submitted to the University Board on Student Discipline in the period covered by the report.

A summary of the cases is attached for information.

V. Gordon Rose
Coordinator, University Board on Student Discipline

Student Discipline Summary

File #	Nature of Offence	Outcome
17-9	Academic Dishonesty under SFU Policy S 10.01, section 4.2.3(a) – forging, misusing or altering any University document or record in paper or electronic form.	The President accepted the unanimous recommendation of the UBSD that the student receive a six-semester suspension from Simon Fraser University.
18-1 18-2	Academic Dishonesty under SFU Policy S 10.01, 4.1.2(e) – Cheating in assignments, projects, examinations or other forms of evaluation by (i) using, or attempting to use, another student's answers; (ii) providing answers to other students; (iii) Failing to take reasonable measures to protect answers from use by other students.	The UBSD denied the student's appeal and upheld the finding of the Instructor that the Applicants had committed academic dishonesty. Pursuant to s. 3.3 of Policy S10.03, the penalty imposed by the Instructor remains unchanged.
18-4	Academic Dishonesty under SFU Policy S 10.01, section 4.1.2(d) – Submitting as one's original work an essay, project, thesis, presentation or other assignment, or part thereof, that was purchased or otherwise acquired from another source...	The UBSD denied the student's appeal and upheld the finding of the Instructor that the Applicant had committed academic dishonesty. Pursuant to s. 3.3 of Policy S10.03, the penalty imposed by the Instructor remains unchanged.
18-5	Academic Dishonesty under SFU Policy S 10.01, section 4.1.2(c)(iii) – using course notes or any other aids not approved by an Instructor during an Examination.	The UBSD denied the student's appeal and upheld the finding of the instructor that the Applicant had committed academic dishonesty. Pursuant to s. 3.3 of Policy S10.03, the penalty imposed by the Instructor remains unchanged.
18-6	Academic Dishonesty under SFU Policy S 10.01, section 4.1.2(c)(iii) – using course notes or any other aids not approved by an Instructor during an Examination	The UBSD denied the student's appeal and upheld the finding of the instructor that the Applicant had committed academic dishonesty. Pursuant to s. 3.3 of Policy S10.03, the penalty imposed by the Instructor remains unchanged.
18-7	Academic Dishonesty under SFU Policy S 10.01, section 4.1.2(c)(iii) – using course notes or any other aids not approved by an Instructor during an Examination	The UBSD Tribunal upheld the student's appeal and overturned the finding of academic dishonesty. Pursuant to Policy S10.03, Paragraph 3.3, the Tribunal directed that the course grade of "F" be vacated, and the appropriate grade be entered.

Senate Committee on Disciplinary Appeals

Reporting Period
September 2017 – August 2018

The **Senate Committee on Disciplinary Appeals** (**SCODA**) heard **zero** appeals during the period covered by this report.

SCODA Membership as of August 2018:

Chair: Doug Allen, Department of Economics
Vice-Chair: Jillian McIntosh, Department of Philosophy

Faculty (Regular Member):
Abraham Punnen, Department of Mathematics
Daniel Laitsch, Faculty of Education

Faculty (Alternate Member):
Michael Favere-Marchesi, Beedie School of Business

Students (Regular Member):
Iman Baharmand, Student Representative
Vikramaditya Chandhok, Student Representative
Kau'I Kelipio, Student Representative

Students (Alternate Member):
Hassan Khattak, Student Representative
Kelsey Vicars, Student Representative

Secretary:
Concetta Di Francesco, Senate and Academic Services

Doug Allen, Chair (2017-2018)

Feb 28/19.
Date