Academic Integrity - Handbook Changes

RES 262709

AS&SS

RESOLVED: That the Academic Senate approves revisions to University Handbook Section 203.4, Integrity of Scholarship and Grades, to align the Handbook with the previously approved Undergraduate and Graduate Academic Integrity Policies and update the Academic Integrity Policy Violations Committee. Deletions are in strikethrough, and additions are in bold and underlined.

CLEAN VERSION

203.4 Integrity of Scholarship and Grades

University faculty have adopted both an Undergraduate and Graduate Academic Integrity policy, which all faculty are expected to enforce. Instructors shall exercise care in the planning and supervision of academic work so that honest effort is positively encouraged. (See the University catalog and class schedule for the complete policy.)

When a faculty member discovers a violation of the policy, the faculty member shall invite the student to discuss the violation, including the evidence, with the student(s) involved and allow the student(s) to respond. Any academic penalty, including the student's potential grade penalty for the offense falls within the purview of the faculty member teaching the course. (See "Recommended Consequences for Academic Dishonesty". Such decisions may be appealed by the student. (See Appendix D: "Student Complaint and Grievance Procedures.")

After the violation has occurred and the penalty imposed, the incident, with all supporting evidence, shall be reported to the Dean of Students' Office through the Academic Integrity Violation Reporting Form. Disciplinary sanctions for academic dishonesty are processed through the procedures outlined in the Student Conduct Process.

Academic Integrity Policy Violations Committee

A. One full-time faculty member from each College elected to serve a two-year staggered term
B. Two (2) students selected by Associated Students, Inc. from the pool of all full-time upper-division or graduate students.

C. The Dean of Students will convene a meeting at the beginning of each term and will share the annual report and concerns with academic integrity paying particular attention to confidentiality and FERPA. Subsequent meetings will be held to discuss repeat policy violations.

*** TRACKED CHANGES ***

203.4 Integrity of Scholarship and Grades

University faculty have adopted **both** an **Undergraduate and Graduate** Academic ~~Honesty~~ **Integrity** policy, which all faculty are expected to enforce. Instructors shall exercise care in the planning and supervision of academic work so that honest effort is positively encouraged. (See the University catalog and class schedule for the complete policy.)

When a faculty member discovers a violation of the policy, the faculty member **shall invite the student to discuss the violation, including the evidence, with the student(s) involved and allow the student(s) to respond. Any academic penalty, including the student's potential grade penalty for the offense falls within the purview of the faculty member teaching the course. (See "Recommended Consequences for Academic Dishonesty".** Such decisions may be appealed by the student. (See Appendix D: "Student Complaint and Grievance Procedures.")

After the violation has occurred and the penalty imposed, the incident, with all supporting evidence, shall be reported to the Dean of Students' Office through ~~required to use~~ the Academic Integrity Violation Reporting Form. ~~to notify the CSUB student conduct coordinator and the student(s) involved. A course grade of 'F' may be assigned or another grade penalty may be applied at the discretion of the course instructor. The student conduct coordinator will determine additional academic sanctions (e.g., probation, suspension, or permanent expulsion).~~ **Disciplinary sanctions for academic dishonesty are processed through the procedures outlined in the Student Conduct Process.**

Academic Integrity Policy ~~Review~~ Violations Committee

A. One full-time faculty member from each College elected to serve a two-year staggered term
~~Three (3) faculty and two (2) alternates selected at random from the pool of all full- time faculty (alternates are for cases of conflict of interest, schedule conflicts, etc.).~~

B. Two (2) students **selected by Associated Students, Inc.** ~~and two (2) alternates selected at random~~ from the pool of all fulltime upper division ~~and~~ **or** graduate students ~~(alternates are for cases of conflict of interest, schedule conflicts, etc.).~~

C. The **Dean of Students** ~~Chair of the Academic Senate~~ will convene ~~the first~~ a meeting **at the beginning of each term** ~~of the academic year during which one of the faculty~~

~~members must be elected chair.~~ and will share the annual report and concerns with academic integrity paying particular attention to confidentiality and FERPA. Subsequent meetings will be held to discuss repeat policy violations.

RATIONALE: This resolution responds to Referral 2026-2027 12, Academic Integrity Violations Committee Updates. The revisions to University Handbook Section 203.4 align the Handbook with the previously approved Undergraduate Academic Integrity Policy (RES 212233) and Graduate Academic Integrity Policy (RES 232422). They clarify faculty responsibilities and reporting procedures, distinguish course-level academic penalties from disciplinary sanctions, and update the name, membership, and meeting procedures of the Academic Integrity Policy Violations Committee. The revisions also reflect the Dean of Students' proposed committee structure for regular discussion of academic integrity concerns and additional meetings concerning repeat violations.

Attachments: *Academic-Integrity-Violation-Reporting-Form.PDF*
Referral 2026-2027 12 Academic Integrity Violations Committee Updates

Distribution List:
President
Provost and VP for Academic Affairs
VP for Student Affairs and Strategic Enrollment Management
AVP for Faculty Affairs
AVP Academic Affairs and Dean of Academic Programs
College Deans
Dean of Libraries
Dean of Extended Education and Global Outreach
Interim Executive Director of Antelope Valley
Associate Deans
General Faculty
Associated Students, Inc.

Approved by the Academic Senate: November 5, 2026
Sent to the President:
President Approved:

DEAN OF STUDENTS
CSU BAKERSFIELD

Academic Integrity Violation Reporting Form

Use this form to report a violation of the University's Academic Integrity Policy and the Student Conduct Code.

If you believe that a violation of the Academic Integrity Policy (https://maindata.csub.edu/media/45231/download?inline) and Student Conduct Code (https://maindata.csub.edu/media/37671/download?inline) has occurred, please complete the following:

1. Inform the student(s) about the alleged violation and request a meeting to discuss the matter with the student(s). If a meeting is not possible, faculty should inform the student(s) of the alleged violation via e-mail. The email to the student(s) should include the following information:

a. The alleged violation (e.g. cheating, plagiarism, and/or unauthorized collaboration)

b. An opportunity for the student(s) to provide a response to the allegation

c. The grade assigned due to the violation

d. A statement that the alleged violation will be reported to the Dean of Students office for judicial review and possible disciplinary sanctions

2. Faculty should complete this form and attach the course syllabus and all supporting evidence. Evidence may include:

a. The assignment, exam, paper, etc.

b. Plagiarism/AI report (turnitin.com or SafeAssign), if any

c. Online source used (i.e. Chap GPT, Google answers, etc.)

d. Copy of any communication with the student(s)

e. Any additional relevant evidence

Reporting Party Information

Your full name:

Your position/title:

Your phone number:

Your email address:

Date of incident (Required):

mm/dd/yyyy

Location of incident (Required):

Please select a location ...

Involved Parties/Student(s)

Please list the individual student(s) involved in the incident.

Name

Select Role

Student ID Number

Email Address

Add another party

Questions

Semester incident took place, i.e. Spring 2022 (Required)

Course Title/Number (Required)

Academic School (Required)

- [ ] Arts and Humanities
- [ ] Business and Public Administration
- [ ] Natural Sciences, Mathematics and Engineering
- [ ] Social Sciences and Education
- [ ] Department
- [ ] Other

Academic/Campus Department

Type of Violation (Required)

- [ ] Alteration or misuse of a university document
- [ ] Cheating
- [ ] Falsifying any university document
- [ ] Forgery
- [ ] Furnishing false information
- [ ] Improper use of technology
- [ ] Misrepresenting one's self
- [ ] Plagiarism
- [ ] Unauthorized assistance
- [ ] Unauthorized collaboration
- [ ] Using unauthorized sources

Please provide a detailed description of the incident using specific concise, objective language (who, what, where, when, why, and how). (Required)

Did you contact or meet with the student(s) involved? (Required)

- [ ] Yes
- [ ] No

If you discussed the incident with the student(s), what was their response?

What grade penalty, if any, was assigned as a result of the incident?

- [ ] No grade penalty
- [ ] Oral reprimand
- [ ] Redo the assignment
- [ ] Reduced grade on the assignment/test
- [ ] Failed grade on the assignment/test
- [ ] Failed grade in the course

At times, cases can extend beyond the semester, and there may be a need to contact you during Summer or Winter (off-contract) breaks. Please indicate below if you are willing to be contacted in the rare chance that we need additional information to best process this conduct case. (Required)

- [ ] Yes
- [ ] No

Supporting Documentation

For all academic integrity violations, please attach your course syllabus. In addition, attach all supporting documentation including exam questions/responses, assignment details, Turnitin.com Plagiarism report, Artificial Intelligence Detection report, email communication with the student, etc. You will receive an email confirmation that the report was submitted upon completion. 5GB maximum total size.
Attachments require time to upload, so please be patient after submitting this form.

Choose files to upload **Choose Files**

- [ ] Email me a copy of this report

Submit

ACADEMIC SENATE
CSU BAKERSFIELD

2026-2027 Referral 12

Academic Integrity Violations Committee Updates

Date: September 30, 2026

From: Melissa Danforth, Academic Senate Chair

To: Leslie Kirstein, Academic Support and Student Services (AS&SS) Chair

cc: Katherine Van Grinsven, Academic Senate Administrative Analyst

---

At their meeting on September 29, 2026, the Academic Senate Executive Committee requested that Academic Support and Student Services (AS&SS) review Handbook section 203.4 "Integrity of Scholarship and Grades," and align it with the previously approved resolutions: RES 212233 "New Undergraduate Academic Integrity Policy" and RES 232422 "**Graduate Academic Integrity Policy."**

During your discussions, please consider:

- Updating the Academic Integrity Review Committee in section 203.4 to align with the Academic Integrity Violations Committee in the resolutions.
- Updating any other language in the Handbook to align with the resolutions.

Please consider this matter with your committee and get back to me with your recommendations. If your recommendations require Senate action, please prepare a resolution and the rationale for the resolution.

Thank you.

Attachment:

- *RES 212233 "New Undergraduate Academic Integrity Policy"*
- *RES 232422 "Graduate Academic Integrity Policy"*
- *Suggested Changes_203.4 Integrity of Scholarship and Grades_202607.doc*
- *AI Repeat Violations Committee Restructure Request_202607.doc*

DR. MELISSA DANFORTH, CHAIR, ACADEMIC SENATE
California State University, Bakersfield
9001 Stockdale Hwy. • Mail Stop: 20 BDC • Bakersfield, CA 93311

academicsenatechair@csub.edu csub.edu/senate

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

AAC, AS&SS

New Undergraduate Academic Integrity Policy

RES 212233

RESOLVED: That the attached policy be adopted to replace the existing policy found in the campus catalog.

RATIONALE: There are a number of concerns that the new policy addresses.

1) The need to define and differentiate between different forms of violations of student academic integrity.
2) The need to address different forms of violations of student academic integrity with varying types of consequences.
3) The need for faculty input on the consequences for repeated violations of student academic integrity.

ATTACHMENT: CSUB Undergraduate Academic Integrity Policy

Approved by the Academic Senate May 12, 2022
Sent to the President May 20, 2022
Approved by the President May 23, 2022

Distribution List:
Provost & Vice President of Academic Affairs
AVP Faculty Affairs
AVP Academic Affairs and Dean Academic Programs
VP Student Affairs
Dean Arts and Humanities

Interim Dean Business and Public Administration
Interim Dean Natural Sciences, Mathematics and Engineering
Dean Social Sciences and Education
Interim Dean Antelope Valley
Interim Dean Library
Interim Dean of Undergraduate and Graduate Studies
Department Chairs
General Faculty

CSUB Undergraduate Academic Integrity Policy

Philosophy on Academic Integrity:

The California State University, Bakersfield (CSUB) Guiding Principles begin with the commitment to academic excellence and pursuit of integrity and truth. CSUB administrators, faculty, staff, and students are expected to honor and uphold these principles and in so doing protect the integrity of all academic work. A degree at CSUB is a product of our campus's commitment to ethical behavior, academic integrity, and academic excellence. When a violation of academic integrity occurs, it diminishes the value of that degree and impacts the reputation of our campus.

Policy:

Students at CSUB are expected to do all their academic work (coursework, assignments, exams, research, etc.) without getting or giving unauthorized assistance. Faculty have the responsibility of planning and supervising academic work so that honest effort is encouraged and positively reinforced.

Types of Academic Integrity Violations:

Academic integrity violations include, but are not limited to, plagiarizing, cheating, providing unauthorized assistance, collaborating with other students without the approval of the instructor, using technology improperly, and falsifying university documents to gain an unfair academic advantage, improve a grade, or obtain course credit. Academic Integrity violations are listed in the Student Conduct Code and the University Handbook, and all offenses listed below, but not limited to the following, are taken seriously.

Plagiarism is claiming the published or unpublished work of someone else as your own. This includes handing in someone else's work; turning in copied or purchased compositions; using paragraphs, sentences, phrases, words, or ideas, including paraphrasing, written by another writer; or using data and/or statistics compiled by someone else as your own without giving appropriate credit to the original writer. Plagiarism also includes using work submitted in another class without permission of the instructor.

Cheating includes, but is not limited to, using "cheat (crib) sheets" or notes during an exam without the approval of the instructor, copying from someone else or looking at another student's answers during an exam, using books or outside sources without permission during an exam or assignment, receiving answers on an exam or assignment from someone else, or using an online source to obtain answers without approval.

Unauthorized Assistance is providing answers or information on an assignment or exam to a fellow student without approval of the instructor.

Unauthorized Collaboration is working with others on an assignment or exam without approval of the instructor and/or copying from someone else without their knowledge.

Both unauthorized assistance and collaboration interfere with the ability of the instructor to evaluate the individual student's performance in their course.

Improper use of technology includes using computers, computer programs, cell phones, calculators, or other software or electronic aids to gain an unfair academic advantage without

permission of the instructor.

Falsification of University Documents includes, but is not limited to, falsifying signatures, such as another student's signature or a faculty/staff signature, on a university form (for example, an add/drop form).

Procedures for Reporting a Violation of the Undergraduate Academic Integrity Policy:

Any violation of Academic Integrity should be reported to the Office of the Dean of Students.

When a faculty or staff member or administrator discovers a violation of the academic integrity policy, they shall invite the student to discuss the violation, including the evidence, with the student(s) involved and allow the student(s) to respond. Any academic penalty, including the student's potential grade penalty for the offense falls within the purview of the faculty member teaching the course. (See "Recommended Consequences for Academic Dishonesty.") For further guidance, consult with the appropriate Program Director, Department Chair, Dean, or Dean of Students' office.

After the violation has occurred and penalty imposed, the incident, with all supporting evidence, shall be reported to the Dean of Students Office through the Academic Integrity Violation Reporting Form and to the applicable academic program(s) to be considered in its totality in order to determine whether the reported incident is part of a larger pattern of misconduct. Disciplinary sanctions for academic dishonesty are processed through the procedures outlined in the CSU Executive Order 1098, Student Conduct Procedures.

Recommended Consequences for an Undergraduate Academic Integrity Violations:

Suggested guidelines for academic penalties within the course can range from oral reprimand to failure of the course depending on the severity of the academic integrity violation. These recommendations are provided to allow for equitable sanctions across campus for all students and are intended to be for a first academic dishonesty offense. Grade penalties are at the sole discretion of the faculty member.

An oral reprimand is appropriate if the violation is a minor, first-time offense in a course and if there is any possibility the student misunderstood how their actions violate the academic integrity policy. This may also be an opportunity for the student to resubmit the assignment or complete an equivalent assignment with a better understanding of the expectations.

A failing or lower grade on the assignment/exam/paper/project for the course is recommended for moderate offenses, which could include a first offense, that clearly violates the academic integrity policy but are not planned or premeditated.

A failing grade in the course is at the discretion of the faculty member. Faculty may reserve such action for those violations that are premeditated and planned with the intent of violating the academic integrity policy and gaining an unfair advantage in a course.

Levels of offenses:

- Minor first offense: minor actions of plagiarism or cheating without clear evidence of intent to gain unfair advantage
- Moderate first offense: moderate actions of plagiarism or cheating without clear evidence of intent to gain unfair advantage

- Major first offense: premeditated or planned plagiarism or cheating with clear evidence of intent to gain unfair advantage

For further guidance, faculty should consult with the appropriate Program Director, Department Chair, Dean, or Dean of Students' office.

*Recommended consequences are reflected in the Policy on Academic Dishonesty from CSUCI Dated 2-4-2014

Additional Potential Sanctions for a Violation of the Undergraduate Academic Integrity Policy:

In addition to the academic penalty assigned by the faculty member, disciplinary sanctions imposed by the University may include educational/plagiarism exercises, probation, suspension, permanent expulsion from the university and from the CSU system, or the withholding of a degree.

Disciplinary probation will be noted on the student's formal academic record only for the duration of the probationary period. Disciplinary suspension of more than an academic year and expulsion will be part of the student's permanent academic record. Once a disciplinary sanction is determined, the outcome will be provided to the instructor who reported the incident and remain in the student's electronic disciplinary file in accordance with the CSU Records/Information Retention and Disposition Schedule.

Repeated Violations of the Undergraduate Academic Integrity Policy:

Any repeated violation of the academic integrity policy will result in more serious academic sanctions. Normally, this will include suspension or expulsion from the university with a note on the student's permanent record. Decisions regarding penalties for repeated violations shall be determined by the Student Conduct Officer after conferring with a committee composed primarily of tenured faculty members.

Proposed Syllabus Language:

Academic Integrity: Certain forms of conduct violate the university's policy of academic integrity and the student conduct code. Academic dishonesty (cheating) is a broad category of actions that use fraud and deception to improve a grade or obtain course credit. Academic dishonesty is not limited to exams alone but arises whenever students attempt to gain an unearned academic advantage. Plagiarism is claiming the published or unpublished work of someone else as your own. This includes handing in someone else's work; turning in copied or purchased compositions; using paragraphs, sentences, phrases, words, or ideas, including paraphrasing, written by another writer; or using data and/or statistics compiled by someone else as your own without giving appropriate credit to the original writer. Plagiarism also includes using your work submitted in another class without permission of your current instructor.

When a faculty member discovers a violation of the university's policy of academic integrity, the faculty member will meet with the student(s) involved and is required to notify the Dean of Students' office and detail the alleged violation, including the name(s) of the student(s) suspected, the class in which the alleged violation occurred, the circumstances of the alleged violation, and the evidence (including witnesses) supporting the allegation. The faculty member will also formally notify the student(s) suspected of violating the university's policy of academic integrity, the department chair for the course involved in

the incident, and the appropriate school dean. The Dean of Students or designee will investigate; confer with the faculty member, student(s), and any witnesses identified; and review all evidence submitted by the faculty member and student(s) to impose an administrative sanction, beyond the academic penalty already placed by the faculty member. Students who perform dishonestly in this course may earn zero credit on the assignment/exam or a failing grade in the course, depending on the level of severity of the offense.

Students are expected to uphold the standards of academic integrity. Cheating in any form will not be tolerated and will result in a formal report to the University Dean of Students. You are always expected to follow the student conduct code and uphold the CSUB Guiding Principles while learning on this campus.

Catalog Statement:

The principles of truth and integrity are recognized as fundamental to our campus community. CSUB administrators, faculty, staff, and students are expected to honor and uphold these principles and in so doing protect the integrity of all academic work. A degree at CSUB is a product of our campus's commitment to ethical behavior, academic integrity, and academic excellence. When a violation of academic integrity occurs, it diminishes the value of that degree.

Students at CSUB are expected to do all work assigned to them without getting or giving unauthorized assistance. Faculty have the responsibility of planning and supervising academic work so that honest effort is encouraged and positively reinforced.

ACADEMIC SENATE
CSU BAKERSFIELD

Graduate Academic Integrity Policy

RES 232422

AAC and AS&SS

RESOLVED: That the attached Graduate Academic Integrity Policy be adopted.

RATIONALE: The new policy defines academic integrity issues specific to graduate students.

Attachments:

CSUB Graduate Academic Integrity Policy

Distribution List:

President
Provost and VP for Academic Affairs
VP Student Affairs
AVP Faculty Affairs
AVP Academic Affairs and Dean of Academic Programs
School Deans
Dean of Libraries
Dean of Antelope Valley
Dean of Extended University and Global Outreach
Department Chairs
General Faculty

Approved by the Academic Senate: April 25, 2024
Sent to the President: May 9, 2024
President Approved: May 16, 2024

CSUB Graduate Academic Integrity Policy

Philosophy on Academic Integrity:

The California State University, Bakersfield (CSUB) Guiding Principles begin with a commitment to academic excellence and to the pursuit of integrity and truth. CSUB administrators, faculty, staff, and students are expected to honor and uphold these principles and in so doing protect the integrity of all academic work. A degree at CSUB is a product of our campus's commitment to ethical behavior, academic integrity, and academic excellence. When a violation of academic integrity occurs, it diminishes the value of that degree and impacts the reputation of our campus.

Policy:

Students at CSUB are expected to do all their academic work (coursework, assignments, exams, research, etc.) without getting or giving unauthorized assistance. Faculty have the responsibility of planning and supervising academic work so that honest effort is encouraged and positively reinforced. This policy is in addition to the Professional Standards of the student's graduate program.

Types of Academic Integrity Violations:

Academic integrity violations include, but are not limited to, plagiarizing, cheating, providing unauthorized assistance, collaborating with other students without the approval of the instructor, using technology improperly, and falsifying university documents for the purpose of gaining an unfair academic advantage, improving a grade, or obtaining course credit. Academic Integrity violations are listed in the Student Conduct Code and the University Handbook, and all offenses listed below, but not limited to the following, are taken seriously.

Plagiarism is claiming the published or unpublished work of someone else as your own. This includes handing in someone else's work; turning in copied or purchased compositions; using paragraphs, sentences, phrases, words, or ideas, including paraphrasing, written by another writer; or using data and/or statistics compiled by someone else as your own without giving appropriate credit to the original writer. Plagiarism also includes using work submitted in another class without permission of the instructor.

Cheating includes, but is not limited to, using "cheat (crib) sheets" or notes during an exam without the approval of the instructor, copying from someone else or looking at another student's answers during an exam, using books or outside sources without permission during an exam or assignment, receiving answers on an exam or assignment from someone else, or using an online source to obtain answers without approval.

Unauthorized Assistance is providing answers or information on an assignment or exam to a fellow student without approval of the instructor.

Unauthorized Collaboration is working with others on an assignment or exam without approval of the instructor and/or copying from someone else without their knowledge.

Both unauthorized assistance and collaboration interfere with the ability of the instructor to evaluate the individual student's performance in their course.

Improper use of technology includes using computers, computer programs, cell phones, calculators, or other software or electronic aids to gain an unfair academic advantage without

permission of the instructor.

Falsification of University Documents includes, but is not limited to, falsifying signatures, such as another student's signature or a faculty/staff signature on a university form (for example, an add/drop form).

Using Artificial Intelligence to complete an assignment or exam developed to assess your knowledge of a particular subject matter, idea, or concept or using it without the explicit permission of the instructor for the purpose of gaining an unfair academic advantage would also be considered a violation.

Procedures for Reporting a Violation of the Graduate Academic Integrity Policy:

Any violation of Academic Integrity should be reported to the Office of the Dean of Students.

When a faculty, staff, or administrator discovers a violation of the academic integrity policy, they shall discuss the violation, including the evidence, with the student(s) involved and allow the student(s) to respond. Any academic penalty, including the student's potential grade penalty for the offense, falls within the purview of the faculty member teaching the course. (See "Recommended Consequences for Academic Dishonesty.") For further guidance, consult with the appropriate Program Director, Department Chair, Academic Dean, or Dean of Students' office.

After the violation has occurred and the penalty imposed, the incident, with all supporting evidence, shall be reported to the Dean of Students Office through the Academic Integrity Violation Reporting Form to be considered in its totality in order to determine whether the reported incident is part of a larger pattern of misconduct. Disciplinary sanctions for academic dishonesty are processed through the procedures outlined in the CSU Executive Order 1098, Student Conduct Procedures.

Recommended Consequences for Academic Integrity Violations:

Grade penalties are at the sole discretion of the faculty member. This policy assumes that every graduate student is familiar with the expectations of ethical writing and decision-making. Suggested guidelines for academic penalties within the course can range from failure of the assignment/exam/paper/project to failure of the course depending on the severity of the academic integrity violation. Any additional academic penalty, including whether the degree/program can continue, should also align with the professional standards of the specific graduate program.

Additional Potential Sanctions for a Violation of the Graduate Academic Integrity Policy:

In addition to the academic penalty assigned by the faculty member and/or program, disciplinary sanctions imposed by the University may include probation, suspension, permanent expulsion from the university and from the CSU system, or the withholding of a degree.

Disciplinary probation will be noted on the student's formal academic record only for the duration of the probationary period. Disciplinary suspension of more than an academic year and expulsion will be part of the student's permanent academic record. Once a disciplinary sanction is determined, the outcome will be provided to the instructor who reported the incident and remains in the student's electronic disciplinary file in accordance with the CSU Records/Information Retention and Disposition Schedule.

Repeated Violations of the Graduate Academic Integrity Policy:

Any repeated violation of the academic integrity policy will result in more serious academic sanctions. Normally, this will include suspension or expulsion from the university with a note on the student's permanent record. Decisions regarding penalties for repeated violations shall be determined by the Student Conduct Officer after conferring with a committee composed primarily of one tenured faculty member per school with teaching responsibilities in at least one of their respective graduate programs.

Grievance Process:

A graduate or post-baccalaureate student who experiences difficulties arising from course evaluation, judgment of performance, graduate degree requirements, advancement to candidacy, general regulations, and/or other grievance situations should discuss the issues first with the appropriate graduate or credential program director. For additional details, refer to the section on Grievances and Appeals in Division of Graduate Studies section of the catalog and/or Student Complaint and Grievance Procedures as listed on the Graduate Student Center Forms & Catalog webpage.

Proposed Syllabus Language:

Academic Integrity: Certain forms of conduct violate the university's policy of academic integrity and the Student Conduct Code. Academic dishonesty (cheating) is a broad category of actions that use fraud and deception to improve a grade or obtain course credit. Academic dishonesty is not limited to exams alone but arises whenever students attempt to gain an unearned academic advantage. Plagiarism is claiming the published or unpublished work of someone else as your own. This includes handing in someone else's work; turning in copied or purchased compositions; using paragraphs, sentences, phrases, words, or ideas, including paraphrasing, written by another writer; or using data and/or statistics compiled by someone else as your own without giving appropriate credit to the original writer. Plagiarism also includes using your work submitted in another class without permission of your current instructor. Using Artificial Intelligence to complete an assignment or exam developed to assess your knowledge of a particular subject matter, idea, or concept or using it without the explicit permission of the instructor for the purpose of gaining an unfair academic advantage would also be considered a violation.

When a faculty member ~~discovers~~ imposes a penalty for a violation of the university's policy of academic integrity, the faculty member will meet with the student(s) involved and is required to notify the Dean of Students' office. The Dean of Students or designee will investigate; confer with the faculty member, student(s), and any witnesses identified; and review all evidence submitted by the faculty member and student(s) to impose an administrative sanction, beyond the academic penalty already placed by the faculty member. Students who perform dishonestly in this course may earn zero credit on the assignment/exam or a failing grade in the course. For details on the grievance process, refer to the section on Grievances and Appeals in Division of Graduate Studies section of the catalog.

Students are expected to uphold the standards of academic integrity, the CSUB Guiding Principles, the student conduct code, and the professional standards of their graduate program.

Catalog Statement:

The principles of truth and integrity are recognized as fundamental to our campus community.

CSUB administrators, faculty, staff, and students are expected to honor and uphold these principles and in so doing protect the integrity of all academic work. A degree at CSUB is a product of our campus's commitment to ethical behavior, academic integrity, and academic excellence. When a violation of academic integrity occurs, it diminishes the value of that degree.

Students at CSUB are expected to do all work assigned to them without getting or giving unauthorized assistance. Faculty have the responsibility of planning and supervising academic work so that honest effort is encouraged and positively reinforced.