

# EE301 Cheating Policy

- First instance of academic dishonesty in the class:
  - No credit for the assignment/exam/quiz/etc. on which the offense was committed
  - **AND...** a reduction in course grade by one full letter grade
  - **AND...** record of offense will be reported to university administration
  - **For especially egregious first offenses, further action may be taken.**
- Second instance of academic dishonesty in the class:
  - Failure of course... and possible further action (e.g., suspension)

## An excerpt from the BU Bulletin – with my inserted comments:

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### **Academic Integrity**

The faculty assumes that themes, term papers, studio work, results of laboratory experiments, examinations and computer-generated material submitted by the student represent the student's own work. The presentation for academic credit of the same work in more than one course is prohibited, unless a joint project receives the express and prior consent of the instructors involved. The following remarks are intended to clarify this for all students:

#### **Cooperation in preparing course material**

Cooperative study of coursework is one of the legitimate ways to master a subject. Joint discussion of problems is, therefore, encouraged. Sometimes instructors encourage collaborative methods of learning, including peer review of papers. This too can be a productive way of mastering material and promoting one's writing abilities. Students should be aware that wherever such learning results in an instructor's evaluation, they are responsible for acknowledging their membership in the group fostering their learning.

#### **Written Work**

Much coursework is assigned to students individually rather than in groups. In carrying out such assignments, a student may ask others for criticism of a piece of writing. Effective learning is often fostered by cooperation and assistance. Nonetheless, such assistance should never be so complete or so detailed that the piece of writing becomes more the work of the person assisting than of the student. That would be a form of misrepresentation. Similarly, a student may occasionally feel the need for preliminary aid in understanding the principles involved in various problems and the methods to be used in solving them (for example, in mathematics and foreign language courses). Such aid is legitimate, but in every case the student must be responsible for the preparation and presentation of assignments. Without these precautions, the student may unwittingly become involved in collaborative work so extensive that it may be considered plagiarism.

<< EE301: You may work together on homework to the extent of jointly exploring solutions... BUT, each student must do their own write-up and there should NOT be significant similarity in the write-ups of two or more students. In other words, you just can't copy another students write-up and claim that he/she was "working with you".>>

### **Credit**

All sources of assistance — published or unpublished — are to be scrupulously acknowledged in every piece of writing and in oral reports.

## **Academic Dishonesty**

Academic dishonesty refers to acts of plagiarism, cheating and falsification of research data.

Plagiarism is taking and passing off as one's own the ideas, writings, computer-generated material, etc., of others: that is, the incorporation into one's written or oral reports of any unacknowledged published, unpublished or oral material from the work of another. It is the right of the faculty member to whom such reports are submitted to decide whether plagiarism has been committed.

Obviously, no faculty member makes such a determination without evidence. Factors contributing to that determination include the degree of dependence on unacknowledged outside material, inadequate acknowledgment or the presence of misleading references. In any particular course, students should contact the individual faculty member for information about acceptable and appropriate methods of acknowledgment.

Cheating is using or attempting to use unauthorized materials, information or study aids in any academic exercise.

Falsification of research data involves the intentional misrepresentation of circumstances, procedures, participants and/or results of research projects. For additional information on what constitutes plagiarism, contact the Writing Center, Library North 1209.

## **Adjudication**

Cases of alleged plagiarism, cheating and falsification of research data reported by faculty members are referred to the appropriate college committee for adjudication.

## **Academic Grievance Procedures**

If a student has a complaint about a grade or other academic grievance, the first step is to talk to the instructor involved. If the matter is not settled satisfactorily, the student should contact the department chair or division director about the complaint and submit the complaint through the formal grievance procedure established by the department. The department decision may, if the student still feels aggrieved, be appealed to the appropriate dean.

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