Graduate Teaching Assistant Workshop

MSU Student Honor Code

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Agenda

✎ Purpose of Presentation
✎ Honor Code Office Role
✎ Teaching Assistant Role
✎ Types of Academic Misconduct
✎ Tips for Avoiding Academic Misconduct
✎ Reporting Process
✎ Conclusion
Why This Presentation is Important

- Understand the Student Honor Code
- Identify a Violation of the Student Honor Code
- Help your students become successful at MSU

Dean of Students’ Office
Role of Honor Code Office

- Promotion of Integrity and Honesty

- Student Advocate
  Classroom Issues, Campus Issues, Academic Misconduct etc.

- Adjudication of Cases of Academic Misconduct
  Does not Conflict with the Classroom Standard
  Due Process and Fairness

- Educational Outreach and Programming
  Regional and National Voice on Academic Integrity
Role of Teaching Assistants

❖ Promotion of Integrity and Honesty in the classroom
  • List the Student Honor Code on your syllabus
  • Require students to include and sign the Student Honor Code on academic exercises (tests, papers, lab reports, etc.)
  • Address this topic early and often

❖ Report cases of academic misconduct
  • Follow the appropriate channels for reporting
  • Hold your students accountable
Role of Teaching Assistants

❖ Be a trusted resource for your students
- Be knowledgeable of the Student Honor Code
- Give advice and tips on how to avoid violations of the Student Honor Code

❖ Be Approachable
- Take advantage of the role that you can play
- Keep office hours
Classification

Note: Seniors make up about 27% of the total student body.
Academic Misconduct

- Cheating
- Fabrication
- Falsification
- Multiple Submissions
- Plagiarism
- Complicity
- Academic Fraud
- Violation of Departmental or College Rules
As defined by the MSU Student Honor Code:
• "The appropriation of another person's ideas, processes, results, or words without giving appropriate credit" (p. 4).

53% of all reported cases involved plagiarism.
Intentionally, knowingly, or carelessly presenting the work of another as one’s own.

- Does this mean that if it is done by a mistake, that it is excusable? No, it doesn’t (carelessly).

Failing to credit sources used in a work in an attempt to pass off the work as one’s own.
Tips for Students to Help Avoid Plagiarism

- Use Quotation Marks when Quoting
- Paraphrase
- Cite Sources
- Do not Procrastinate
- Take Good Notes/Cite Sources in Notes
- What does it mean if a course instructor says, “Do not use quotes in this paper.”
Multiple Submissions

❖ As defined by the MSU Honor Code:
  - “The submission of substantial portions of the same work (including oral reports) for credit more than once without authorization from the instructor of the class for which the student submits the work” (p. 4).

❖ 2% of all reported cases involved multiple submissions.
Cheating

❖ As defined by the MSU Student Honor Code:
  • “Intentionally using or attempting to use unauthorized materials, information, notes, study aids or other devices or materials in any academic exercise” (p. 3).

❖ 38% of all reported cases involved cheating.
Complicity

❖ As defined by the MSU Honor Code:
  • “Intentionally or knowingly helping, or attempting to help, another to commit an act of academic dishonesty” (p. 5).

❖ 4% of all reported cases involved complicity.
Fabrication

- As defined by the MSU Student Honor Code:
  - “Making up data or results and recording or reporting them” (p. 3).

- 1% of all reported cases involved fabrication.
Falsification

As defined by the MSU Honor Code:

- “Manipulating research materials, equipment, or processes, or changing or omitting data or results such that the research or academic work is not accurately represented in the research or work record” (p. 4).

1% of all reported cases involved falsification.
Academic Fraud

As defined by the MSU Honor Code:

• “The deliberate effort to deceive and is distinguished from an honest mistake and honest differences in judgment or interpretation.” (p. 5).
Departmental and/or College Rules

❖ As Defined by the MSU Honor Code:

• “Students may not violate any announced departmental or college rule relating to academic matters including, but not limited to, abuse or misuse of computer access or information in any academic exercise” (p. 5).
Campus Resources

- MSU Writing Center
- Mitchell Memorial Library
- Read Honor Code Newsletters
- Math Lab
- Honor Code Office
- Teaching Assistants!
In which picture is academic misconduct taking place?

1

2

3

Encourage Your Students to...

- Attend Class
  - Participate in Class
- Do Not Procrastinate
- Review Notes Daily
- Utilize Campus Resources
Reporting Process:
If You are NOT the Instructor of Record

1. Report any suspicious academic work to the instructor of record.

2. Provide the instructor of record with any necessary documentation to support the allegations:
   - *Copy of Assignment under suspicion*
   - *Rationale in writing about why you suspect a student*

3. Assist throughout the reporting process if requested.
Reporting Process:
If you are listed as the Instructor of Record

1. Check to see if the student has a prior violation
   - Contact the Student Honor Code Office
   - Provide NetID of student
   - Provide your NetID

2. Submit appropriate documentation to the Student Honor Code Office:
   - Completed Violation Report Form (on our website)
   - Copy of Syllabus
   - Copy of Assignment under suspicion
   - Rationale in writing about why you suspect a student
   - Recommend an appropriate sanction for the violation
Sanctioning Guidelines

- Dismissal From University
- Lowered Course Grade
  - May not withdraw from course while allegations of academic dishonesty are pending
- Zero on Assignment
- Academic Integrity Intervention Program
  - Library Seminar and Online Ethics Course
- XF
  - X represents academic dishonesty
Conclusion

- Student Honor Code Office: 662-325-9151
- Website: www.honorcode.msstate.edu
- Email Address: studenthonorcode@saffairs.msstate.edu

We are located in

610 Allen Hall