



Responding to Academic Misconduct and Disruptive Students

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Academic Misconduct Defined

Academic Misconduct: The receipt or transmission of unauthorized aid on assignments or examinations, plagiarism, unauthorized use of examination materials, cheating or other forms of dishonesty in academic matters. The term “cheating” includes but is not limited to the following:

- Use of any unauthorized assistance in taking quizzes, tests, or examinations or on academic assignments
- Use of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments
- Acquisition, without permission, of tests or other academic material belonging to a member of the University faculty or staff
- Engagement in any behavior specifically prohibited by a faculty member in the course syllabus or class discussion
- The term “plagiarism” includes but is not limited to the use, by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgment. Plagiarism also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials

~NIU Code of Student Conduct



Encouraging Academic Honesty

- Prepare students in advance of exams
- Use course syllabus to define academic misconduct & consequences
- Discuss consequences up front
- Encourage questions about the definition & consequences
- Actively proctor exams
- Inform students about resources
- Center for Integrated Teaching and Learning Academic Integrity Tutorials



Academic Misconduct Process

Incident occurs

Student notified of alleged violation (in writing)

Meeting held with student to discuss violation

Student accepts finding of responsibility and sanction(s)

Incident report completed and submitted to *Student Conduct*

Student denies findings of responsibility and/or recommended sanction(s)

Incident report completed and submitted to *Student Conduct* (Hearing Process started)

Determining Appropriate Sanctions

- Sanction recommendations are left up to the faculty member
- Faculty may recommend any sanction up to an “F” in the class
 - Letter of written warning
 - Redo the assignment
 - Complete another/similar assignment
 - “F/0” on assignment
- Sanctions of suspension and expulsion may only be levied by *Student Conduct*
- Faculty/TAs may check with *Student Conduct* to determine prior academic misconduct history of a student



Academic Misconduct Hearings

- Opportunity for faculty to ask questions of accused student
- Faculty will be notified of hearing outcome
- *Conduct Board* decision is binding
- *Conduct Board* is not able to change or recommend grades
- Grade appeals are handled followed procedures in *Academic Policy and Procedures Manual*



Suspension and Expulsion

- Faculty seeking suspension or expulsion must immediately refer the matter to *Student Conduct*
 - Faculty may and should assign any grade penalty while the matter is referred to *Student Conduct*
 - Faculty should meet with the student about the incident and grade penalty
- *Student Conduct* determines whether or not suspension or expulsion is appropriate



Disruptive Students

- Varying levels and displays of disruptive behavior
- Use syllabus to define and discuss disruptive behavior and possible consequences for it
- Faculty may address behavior or submit an incident report to *Student Conduct* for adjudication
- Faculty may require a disruptive student to leave the classroom at time of disruption
- Faculty may contact *NIU Police* for assistance in removing a disruptive student
- Faculty may NOT require student to meet with *Student Conduct* prior to returning to class



Temporary and Permanent Class Removal

- Students may be removed from class by *Student Conduct* as a sanction
- NOT an excused absence
- Students may be prohibited from being on campus property, thus prohibiting them from attending class
- Faculty are notified by *Student Conduct* when banishment is issued
 - Temporary
 - Final
- Faculty are encouraged NOT to meet with students off campus to allow them to complete work





NORTHERN ILLINOIS UNIVERSITY

Student Conduct

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Student Conduct

Contact Info

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Thank you!

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