



UNIVERSITY OF BRIDGEPORT

POLICY AND PROCEDURE

TITLE:	Academic Integrity
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POLICY STATEMENT:

The University of Bridgeport fosters an environment of academic integrity, mutual respect, and individual responsibility. The University does not tolerate academic dishonesty in any form. Disciplinary action will be imposed for any form of detected cheating or plagiarism, regardless of the student's motive or intention.

PROCEDURE DETAILS:

Discipline for acts of academic dishonesty (i.e., cheating or plagiarism) will be imposed in accordance with the procedures set forth below.

The Faculty Member's Decision:

When a faculty member believes that a student has committed an act of academic dishonesty (i.e. cheating or plagiarism), the faculty member shall notify the student of the alleged violation. The student will not be permitted to withdraw from the course until there is a final decision regarding the alleged violation. The faculty member shall meet with the student to discuss the alleged violation. If it is not practical to meet in person, the faculty member may conduct the meeting via telephone. After considering any matters the student wishes to present and reviewing all pertinent facts, the faculty member will determine whether the student is responsible for the alleged violation and shall notify the student in writing of their decision. This notification will also be sent to the Program Director of the school or program, the Academic Dean, and the Associate Provost. Upon receipt of this notification, the Associate Provost will notify all parties regarding the appropriate sanction, depending on whether a first or repeated violation. At this point, the student can appeal the decision within 10 days to the Program Director of the school or program which offers the course where the alleged violation occurred.

Appeal to the Program Director:

To appeal a sanction of academic dishonesty, the student must submit a request in writing to the Program Director. This appeal must include a narrative of relevant facts and any other pertinent information. Upon receipt of the appeal, the Program Director or their designee will meet with the student and the faculty member to investigate or review all pertinent facts. The Program Director or their designee shall then consult with the Academic Dean of the college and prepare a decision summarizing their factual conclusions within seven days of receiving notice of the student's appeal and stating whether the student is responsible for the alleged violation, which shall be promptly sent to the student, faculty member, and Associate Provost. If the student is determined to be responsible for the alleged violation, then the student shall also be notified of their right to appeal within seven days to the Office of the Provost on the following grounds: 1) the decision is contrary to or unsupported by the facts, 2) new relevant information has been discovered which was not previously considered, or 3) the University's Academic Integrity policy and procedures were not followed.

Appeal to the Provost Office:

To appeal the decision of the Program Director or their designee, the student must submit a request stating the grounds for an appeal in writing to the Office of the Provost within seven days of the decision. The Provost or their designee will inform the student of a decision on the appeal within seven days of reviewing the appeal. The decision of the Office of the Provost shall be final.

Sanctions:

The following sanctions will be imposed.

Undergraduate Programs

First Violation: An "F" in an examination or assignment on which the student committed the act of dishonesty.

Second Violation: An "F" in the course in which the student committed the act of dishonesty.

Third Violation: An "F" in the course in which the student committed the act of dishonesty and dismissal from the University for no less than one year.

Graduate Programs

First Violation: An "F" in an examination or assignment in which the student committed the act of dishonesty.

Second Violation: An "F" in an examination or course in which the student committed the act of dishonesty and dismissal from the University for no less than one year.

The number of violations accrues to each student during total time as a University of Bridgeport student at any level.

PUBLISH POLICY STATEMENT (CLICK ON BOX NEXT TO OPTION-SELECT ALL THAT APPLY):

UNIVERSITY CATALOG

STAFF HANDBOOK

FACULTY HANDBOOK

STUDENT HANDBOOK

DEFINITIONS:

The term academic dishonesty includes, but is not limited to:

- 1) use of any unauthorized assistance in taking quizzes, tests, examinations, assignments, papers, or reports
- 2) use of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments
- 3) the acquisition, without permission, of tests or other academic material belonging to a member of the University faculty or staff
- 4) the acquisition, with or without permission, of tests or other academic material belonging to another student who is taking or has completed the course in question
- 5) engaging in any behavior specifically prohibited by a faculty member in the course syllabus or class discussion
- 6) collaborating with other student(s) when not expressly permitted by a professor; if the professor does not expressly indicate that collaboration is allowed, then none is permitted
- 7) copying or transmitting answers, questions, or parts of tests to other students by use of electronic or other means (e.g., calculator, mobile phone, tablet, camera)

EXCLUSIONS:

N/A

OFFICES DIRECTLY AFFECTED BY THE POLICY:

Office of the Provost, Registrar's Office, Academic Colleges

HISTORY:

Review of this policy took place in December 2023.

EFFECTIVE DATE:	Fall 2024
RESPONSIBLE OFFICE (ONLY ONE):	Provost Office
REVIEW DATE:	December 2023

APPENDIX:

Not applicable