

Academic Integrity in the Maxwell School and Syracuse University

Professor Robert Bifulco

Associate Dean and Chair

Public Administration and International Affairs

Academic Integrity

- honesty,
- trustworthiness,
- fairness,
- respect

Note: These are basic, universal norms for academic and scientific work – they are not culture or discipline specific

Why is Academic Integrity Important to You?

- Cheating other students
- Cheating yourself
- Potentially putting team members at risk

Why is Academic Integrity Important to the Institution?

- Academic dishonesty undermines the central mission of the University because it devalues efforts to learn, to teach, and to conduct research.
- Academic dishonesty undermines atmosphere of open and trusting intellectual discourse
- You are entering careers in which high ethical standards are critical

Academic Integrity Expectations

1. Credit your sources
2. Do your own work
3. Communicate honestly
4. Support academic integrity

<http://academicintegrity.syr.edu/academic-integrity-policy/>

Credit Your Sources

Plagiarism is using someone else's language, ideas, information, images or original material without acknowledging the source.

- Plagiarism includes:
 - turning in an assignment prepared by someone else
 - including someone else's words in your own work without proper attribution

Credit Your Sources

- Any time you use exact words from another document, **you must put quotation marks around the passage and indicate the source!** There are no exceptions!!
 - It is not enough to just include a citation – you must put quotation marks around exact quotes
- If you use someone else's ideas but not their exact words, you must include a citation

Credit Your Sources

Quotations and/or citations must be provided for any source:

- Scholars; fellow students; other individuals

Regardless of whether sources are:

- published or not; copyrighted or not; exist in print or on internet

Sources must be credited in:

- written work; oral & visual presentations; computer code; other academic assignments

Academic Integrity Expectations

1. Credit your sources
2. **Do your own work**
3. Communicate honestly
4. Support academic integrity

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Do Your Own Work

Violations of this expectation include:

- Cheating on exams
- Unauthorized collaboration on assignments
- Unauthorized duplication in assignments

Cheating on Exams

- Includes:
 - Unauthorized use of outside materials (notes, books, Internet)
 - Receiving answers from other students
 - Giving answers to other students
 - Obtaining exam questions before the exam by any other means
 - Looking at another student's exam

Unauthorized Collaboration & Duplication

Unauthorized collaboration

Unless otherwise specified by the instructor, all assignments should be completed independently

- Group assignments are a clear exception

When in doubt as to acceptable collaboration, please ask your instructor

Unauthorized duplication

Students may not turn in the same paper or assignment for multiple classes *without the express permission of both instructors*

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Communicate Honestly

Other forms of academic dishonesty include:

- **Faking illness or emergency to receive extension**
- **Signing another student into a course via attendance sheet or clicker when that student was absent**
- **Changed research results to skew interpretation of findings**
- **Falsifying transcripts**
- **Helping another student cover up a violation**
- **Lying during an academic integrity investigation**

Academic Integrity Expectations

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4. **Support academic integrity**

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Support Academic Integrity

“supporting academic integrity involves understanding academic integrity expectations, abiding by them and encouraging others to do the same.”

“This means avoiding actions that encourage or cover up violations by others.”

It also means asking questions . . . when academic integrity expectations are unclear to you.”

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Penalties are Serious

Level 1 – School or College Letter of Reprimand and Instructor Grade Sanction

Level 2 – Academic Integrity Probation and Instructor Grade Sanction

Level 3 – Suspension or Expulsion and Instructor Grade Sanction

Violations go on your record

Employers or graduate schools may require students to release those records as a condition of employment or matriculation.

Penalties are Serious

“Students are accountable for violations even if they lack intent to deceive or were unaware that their actions constituted a violation.”

“I did not know” or “I did not mean to” are not excuses

<http://academicintegrity.syr.edu/academic-integrity-policy/>

Policy and Procedures

<http://academicintegrity.syr.edu/academic-integrity-policy/>

Resources

- SU Academic Integrity Office: <http://academicintegrity.syr.edu/>
 - University policies, procedures and expectations
- Maxwell Academic Integrity Advisor
Amy Kennedy amkenned@maxwell.syr.edu
443-2306
- SU Writing Center: <http://wc.syr.edu/>
 - Help with use of sources (among other things)
- SU Library Citation Guide:
<http://researchguides.library.syr.edu/citation>
 - Resources on citation techniques and styles

Concluding Thoughts

- If you are ever in doubt about academic integrity expectations, **please ask your instructor!!**
 - You may also consult with department chair, academic advisor, or the university Academic Integrity Office
- An academic integrity violation can result in severe sanctions, including a permanent notation on your transcript or expulsion from the university. **It is not worth the risk!!**
- Ethical integrity is a crucial part of public service.