

# Honor Code: Prevention, Policies, and Managing Violations

Lunch & Learn: Designing Your Course with  
Academic Integrity in Mind

November 18, 2015



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# Honor Code Statement

- *To promote a stronger sense of mutual responsibility, respect, trust, and fairness among all members of the George Mason University community and with the desire for greater academic and personal achievement, we, the student members of the university community, have set forth this honor code: **Student members of the George Mason University community pledge not to cheat, plagiarize, steal, or lie in matters related to academic work.***
- Goal: To unite Mason under a joint resolution to uphold our values, to promote ethical behavior, to represent Mason as a place where integrity matters
- Mason's Commitment: To create an environment that is innovative, diverse, entrepreneurial, and accessible-circumventing accidental or intentional violations of the Honor Code



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## Honor Process-Why a Central Process?

- Origins of the Honor Code
- Due Process Rights
- Consistency
- Centralized Management
- Frees Faculty to focus on teaching
- Record keeping requirements

## Honor Process-Resolution Options

- Prehearing Resolution
- Expedited Review
- Full Hearing
- Sanctions Only Hearing
- Dismissed/withdrawn cases
- Appeal Options

# Honor Process-Faculty Expectations and Best Practices

- Include statement about the honor code and the office on your syllabus ([oai.gmu.edu](http://oai.gmu.edu))
- All suspected incidents should be forwarded to our office
  - Must determine if the issue is truly academic dishonesty or a basic grading issue
  - Discussion when confronting the issue should be a simple notification-not negotiation
  - Incidents not reported cannot be considered if subsequent incidents are reported
- If an incident is being reported during a time when grades are due, report a grade of “HC”.
- Faculty are copied on correspondence with student



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## Honor Process-Violation Examples

- A student reports to you that they witness another individual cheating on a take home exam using a cell phone
- Using SafeAssign, you discover that a student has potentially plagiarized approximately 65% of the assignment. A manual check uncovers additional areas where words were copied and pasted without attribution or quotation marks

## Honor Process-Violation Examples

- A student appears to be logged in to a test you have set up in Blackboard from two different IP addresses, indicating that another individual may be possibly taking the test on the student's behalf.
- A student is observed using an Apple Watch during the test to access images on their phone. The images appear to be cheat sheets, which are not allowed during the test.

# Honor Process-Preventing Violations

- Discuss classroom expectations in syllabus and during first class meeting
- Change assignments from semester to semester
- Do not allow self-grading on tests
- Develop classroom expectations that encourage integrity (technology use, exam preparation, etc.)
- Be available
- Create assignments that build on prior work
- Work with external sources to ensure integrity (ODS, OAI, etc.)
- Use Respondus Lockdown Browser and available proctoring services
- Allow students to use Safe Assign to check their own work