

FACULTY GUIDE: HOW TO SUPPORT ACADEMIC INTEGRITY AT SFU

(and report suspected dishonesty)

Set clear expectations in your class!

- Building shared community values around academic integrity is the most effective way to reduce cheating.
- Review the [academic integrity policy](#), for yourself and with your students. The [policy](#) and [FAQ](#) documents are helpful too. The [Academic Integrity](#) has Canvas tutorials and other supports you can use to educate students.
- Be explicit about what is and is not acceptable in your course; this is required by policy. Students can be legitimately confused as there are different unspoken rules in different classes.

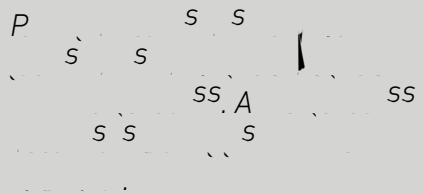
What if I think a student has cheated/plagiarized/colluded?

- The Academic Integrity Advisor in your school/department and/or the [Academic Integrity](#) in the Registrar's office can support you.
- Contact the student with a summary of your observations ([Academic Integrity](#)).
- [Procedural Fairness](#) means students have a right to be heard, in a timely manner! Does the student have a reasonable alternative explanation? Not following procedure or subscribing to procedural fairness can lead to cases being overturned on appeal.

How does reporting work?

What are the facts?

- Date of the incident
- Facts of the case
- Examples of evidence that demonstrate a violation of the policy
- Student response (if any)
- Penalty assigned



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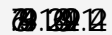
The new reporting system, including batch reporting, is easier than it used to be!

Filing reports (even for a warning) is important.

- Builds shared community values
- Allows SFU to track patterns of dishonesty across departments

What happens if there is an appeal?

Students may appeal a disciplinary decision within three weeks of being informed of the outcome, although the vast majority do not do so. If there is an appeal, the principles of procedural fairness and natural justice apply. The standard for decision making is proof on the



The **University of British Columbia Student Discipline** provides a forum for disputes regarding **findings of fact**.

A three-person tribunal comprised of faculty, students, and staff acts as a "lay audience" for the consideration of allegations.

You will be asked to present your evidence to the tribunal, and students also have a chance to present theirs.