

## ACADEMIC INTEGRITY POLICY

Policy Category	Academic
Policy Search Name	AC – Academic Integrity Policy (2020)
<b>*Anishinabek Standard</b>	
<i>Place of Learning</i>	N/A
<i>Educators</i>	N/A
<i>Students</i>	<i>B. Students are able to build on the knowledge and skills of the local cultural UCCMM community as a foundation from which to achieve personal and academic success throughout life.</i>
<i>Curriculum</i>	N/A
Approval Date & Board Motion Number	7/22/2020 Motion #042-2020
Effective Date	7/22/2020
Previous Versions	Date initially approved: 7/22/2020 Date of last revision: N/A

\*These are organizationally adapted standards from the World Indigenous Nations Higher Education Consortium (WINHEC) and the Alaska Comprehensive Centre/Alaska Native Education approved by the Kenjgewin Teg Board of Directors, 2015.

### 1.0 Purpose and Background

1.1 Academic integrity is essential in maintaining fairness to all learners, developing key employability skills, preserving the validity of one’s earned and issued credentials, and cultivating ethical standards.

### 2.0 Definitions

“academic and/or skills program”

for purposes of this policy, this refers to courses and programs where learners will earn credits toward and/or achieve graduation status; this also includes skills-based programs where similar graduation requirements and expectations have been identified as part of the program; e.g. a skills based program that includes OSSD credits in the program; a post-secondary program from a college or university partner delivered by Kenjgewin Teg; a pre/apprenticeship skills program that identifies hours, work-placement, or others required for successful completion;

“academic dishonesty”	is any intentional or negligent action that diminishes the credibility of one’s own academic work or the academic work of others
“academic integrity”	refers to student and staff participation in academic activities that reflect honesty and accountability as fundamental principles:
“ekinoomaagasid”	is the Mnidoo Mnising dialect/Anishinabemowin word that refers to all students or learners (Indigenous or non-Indigenous) of Kenjgewin Teg
“ekinoomaagasijig”	is the plural form of <i>ekinoomaagasid</i>
“plagiarism”	the use, adoption or reproduction of ideas or words or statements of another person without due acknowledgment; plagiarism is one form of academic dishonesty

### 3.0 Application

3.1 This policy applies to all **ekinoomaagasijig** of Kenjgewin Teg enrolled in an academic and/or skills program; an academic and/or skills program can be delivered or accredited by Kenjgewin Teg, or it can be delivered and accredited in partnership with Kenjgewin Teg.

### 4.0 Policy

#### Policy Objective

4.1 The purpose of this policy is to ensure **ekinoomaagasijig** understand sound academic practice and professional accountability in their academic work for success in learning. Students are expected to understand that they must represent themselves with the values of honesty and integrity, and to always submit written or other course work that is the product of their own efforts.

#### Academic Integrity

4.2 Academic integrity is demonstrated when both **ekinoomaagasijig** and instructors participate in learning activities to reach learning outcomes using the values of honesty and accountability; introducing lifelong learning teachings of Anishinabek values and principles that are embedded within the Seven Grandfather Teachings is important for learners in understanding and developing their personal identify and it linkages in behaviors to that of personal academic integrity; some practical examples of academic integrity include:

- a) respecting and following Kenjgewin Teg policies, guidelines and procedures
- b) abiding by education and other related copyright laws
- c) following expectations and course requirements outlined by Instructors for referencing sources of information as well as for group work and individual work
- d) asking for clarification of assessment and evaluation expectations
- e) completing and submitting personal original work

- f) collaborating appropriately and participating actively in group work situations
- g) acknowledging the contributions of other students in group and experiential learning
- h) ensuring that one's academic work is not used inappropriately by others, e.g., not lending personal academic work to others, including assignments and research data
- i) maintaining confidentiality of material and questions covered in course testing formats
- j) actively participating in the learning process.

4.3 Academic integrity is integral to all members of the Kenjgewin Teg academic community.

### **Academic Dishonesty**

4.4 Academic dishonesty is demonstrated when *ekinoomaagasijig* dismiss and do not demonstrate the values of honesty and accountability in their course work; examples of academic dishonesty include:

- a) collusion: this means obtaining from or giving to another student unauthorized assistance in course work; this is not the same as essential collaboration in group work activities or assignments
- b) plagiarism: this means the adoption or reproduction of ideas or words or statements of another person without due acknowledgment or citation
- c) falsification: this means the falsification of data, information, or citations in any formal academic exercise
- d) sabotage: this means acting to prevent others from completing their work
- e) cheating: this means any attempt to give or obtain an advantage in an academic exercise by using unauthorized materials or means
- f) deception: this means providing false information (e.g., giving a false excuse for missing a deadline or falsely claiming to have submitted work, representing oneself as another for the purpose of taking a test)
- g) coercion: this means attempting to bribe or coerce someone to obtain academic advantage.

4.5 Kenjgewin Teg instructors and staff are permitted to use online anti-plagiarism software programs and tools as needed; these tools identify papers containing unoriginal material.

### **Partner College or University Programs – Certificates, Degrees and Diplomas**

4.6 Academic integrity, academic dishonesty, or other similarly named policy and definitions of a partner post-secondary institution will apply.

4.7 After informing the student of the found academic dishonesty situation and the academic dishonesty policy requirements of the partner post-secondary institution, the Instructor will inform the Dean of Post-Secondary Education.

4.8 The situation of academic dishonesty may be resolved and determined with or without the presence of the post-secondary institution, pending the severity and seriousness of the academic dishonesty situation, and any partner requirements for next steps.

### **Kenjgewin Teg – Certificates, Degrees and Diplomas**

4.9 *Ekinoomaagasid* may seek an informal remedy to address the situation of found academic dishonesty through private and confidential contact/discussion with the course Instructor for a possible and mutually agreed upon informal remedy. The possible remedy will ensure it continues to satisfy Kenjgewin Teg's academic integrity, as well as any final grade assessment and course outline requirements and deadlines.

4.10 If a formal remedy is required or requested by the student or Instructor, a mutually agreeable remedy date will be confirmed by the Dean of Post-Secondary Education within five business days of the request for a formal remedy. The Dean of Post-Secondary Education will include a member of the Student Wellness and Support team, and determine and secure any traditional supports, and/or any other learner supports as mutually agreed with the Instructor that may be needed for successful resolution during a formal meeting.

4.11 The formal mutually agreed upon remedy between the student, Instructor and member of the Student Wellness and Services team participating in the formal meeting will be documented and include new assignment expectations, deadlines for completion and signatures of both the student and course Instructor. A member of Kenjgewin Teg's Student Wellness and Support team will also participate, witness and sign the agreed upon remedy for the found academic dishonesty.

4.12 Remedies for both informal and formal remedies of academic dishonesty may include:

- a) for a minor offence of academic dishonesty, the work may receive a deduction commensurate with the dishonest portion of the work; a 'minor offence' is subject to the interpretation and professional judgement of the Instructor; any rewrite, if permitted by the Instructor, will receive a maximum grade as mutually negotiated. As Instructors are critical to maintaining the overall academic integrity of Kenjgewin Teg, they will have final determination on the remedy decision.
- b) for a major offence of academic dishonesty that cannot be resolved, the work will receive a zero mark without any opportunity for assignment rewrites.
- c) academic dishonesty will be sanctioned according to the severity of each offence, with recurrent minor offences regarded as major. Sanctioning for repeated major offences is progressive and could include expulsion from the student's program.

4.13 Notification that an academic dishonesty situation has occurred and has been remedied, will be submitted to the Vice President of Lifelong Learning within three days of any formal or informal remedy found; this notification applies to Kenjgewin Teg programs and programs that are delivered in partnership with another institution.

**5.0 Roles and Responsibilities**

5.1 The President is responsible for the overall management and operation of Kenjgewin Teg. The Vice President of Lifelong Learning is responsible for implementation and monitoring of this policy for students of Kenjgewin Teg.

5.2 If a position referred to in this policy is vacant, the policy will not be invalidated. Instead, the President shall designate the roles and responsibilities of that role to another team member(s) and will ensure that the Kenjgewin Teg staff and community is informed of the designation(s) as appropriate.

**6.0 Evaluation Date - 10/31/2022**

This policy will be reviewed every two years as part of the Board of Director’s policy review cycle and schedule. The evaluation date above represents the first date upon which this policy becomes eligible for review.

<b>Related Legislation, Policies, Procedures, Guidelines and Documents</b>	<ul style="list-style-type: none"> <li>Academic Appeal Policy - Post-Secondary Programs</li> </ul>
<b>Policies Superseded by this Policy</b>	None
<b><i>The official version of this policy is housed in the Office of the President. In case of discrepancy between an online version and the official version held, the official version shall prevail.</i></b>	