

3. 2 Student Academic Misconduct Policy

MIECAT values excellence in teaching and learning that is achieved in an intellectual environment where academic integrity is highly valued and carefully upheld. This policy is based on the following core action values:

Teaching and learning at MIECAT aims to advance the understanding of the integrated flow of knowing, being and values that are constructed in relationship.

Work submitted for assessment purposes can be the product of co-construction but work presented must acknowledge appropriately the intellectual and or practical/experiential work of others that have been party to the collaboration.

The pedagogical emphasis is on experiential learning, reflexivity and intersubjective inquiry

Misconduct is defined student behaviour which engages in fraudulent or unethical research and scholarship practices.

Academic misconduct means cheating, plagiarism or any other conduct by a student or staff member whose aim is to gain an unjustified advantage in assessment regardless of whether the advantage occurs. It includes conduct which breaches any relevant MIECAT policy or the MIECAT Ethical Guidelines.

Plagiarism.

One form of academic cheating and unethical behaviour is plagiarism; the reproducing of some else's words, ideas or findings and presenting them as one's own.

Examples include:

- Direct copying of sentences, paragraphs, or other extracts.
- Paraphrasing someone else's words without acknowledging source
- Using facts and information derived from a source without acknowledgment.

Minor offences

Minor offences are limited instances of academic misconduct for example, breaches in referencing/ collaboration/contravening assessment expectations and regulations which in the case of first year students are normally due to inexperience or a lack of understanding and could be seen as being predictable. In such cases MIECAT staff will work with the student to ensure any breaches do not recur.

Responsibility of MIECAT

MIECAT recognizes its obligation to educate students in the definition, identification and avoidance of plagiarism. MIECAT as an organization also is aware that different cultures have varied attitudes towards scholarly authority and value student originality differently. Students entering MIECAT will be informed clearly of the academic standards expected in courses and units, and the precise requirements of the required APA referencing style. MIECAT is committed to the following strategies to reduce the incidence of plagiarism and academic misconduct.

- Ensure all students are aware of the relevant MIECAT policies
- Teach students skills they need to avoid plagiarism.
- Students will be informed that rigorous standards in referencing and acknowledgment of sources will be required in their academic work
- Attention will be given to the role of reference lists, and full referencing within the body of the assignment
- Academic staff will ensure that their course and unit guides are prepared according to the same high standards of referencing that they demand of students;

Procedures for Responding to Academic Misconduct:

When academic misconduct is suspected, a staff member involved in the unit teaching and assessment is required to put the matter to the student, identify specifically the type of misconduct and all details related to the alleged incident and report the matter to the course coordinator. (If it is alleged that an internet site is the source of plagiarism, it would be advisable to print out the material in case the site is changed.)

If the course coordinator, in discussion with the student believes the incident has in fact occurred and is a minor offence, the student will be required to re-submit the assessment task with all appropriate corrections, referencing additions or deletions and will have their work monitored carefully in the assessment of subsequent assignments.

If the course coordinator believes, in discussion with the student that a serious breach of the guidelines has occurred then the matter will be reviewed by a sub-committee of Education Committee. This Sub-committee will review the case and report back to the Education Committee with its findings.

The student will be notified in writing by the Chair of the Education Committee, within seven days of the Sub-committee's review and The Education Committee's decisions related academic misconduct. The student will also be informed of the MIECAT Grievance Procedures.

If misconduct is deemed to have occurred then the student will be referred to the Unsatisfactory Progress Committee.