

WHAT IS ACADEMIC MISCONDUCT?

Our Education & Equity advocates see hundreds of students each year that are accused of academic misconduct.

What is that? How does the University deal with this accusation? What are my rights? How can I avoid plagiarising?



WHAT IS THAT?

Academic Misconduct: is about your work and how you use information.

General Misconduct: is more about your behaviour towards other people and includes harassment, discrimination and bullying.

This article will focus on **Academic Misconduct**.

DEFINITIONS

The University has adopted the following definition of **Academic Misconduct**:

Academic Misconduct is conduct on the part of a student (including conduct during practicums or placements in their capacity as a student of the University) that:

- (a) hinders the pursuit of academic excellence and includes cheating, collusion and plagiarism;
- (b) seeks to gain for himself or herself, or for any other person, any academic advantage or advancement through the improper use of University facilities, information or the intellectual property of others; or
- (c) constitutes research misconduct.

Research misconduct constitutes a failure to comply with the principles or specific provisions of University policies governing the conduct of research by University researchers and includes but is not limited to conduct in, or in connection with, research that is dishonest, reckless or persistently negligent; and/or seriously deviates from accepted standards within the research and scholarly community for proposing, conducting or reporting research.

WHAT IS PLAGIARISM?

The University has adopted the following definition of plagiarism:

Plagiarism is the act of misrepresenting as one's own original work, the ideas, interpretations, words or creative works of another.

Plagiarism can be divided into unintentional plagiarism and intentional plagiarism.

Careless or inadequate referencing, or failure to reference (unintentional plagiarism), will be considered "poor academic practice" and a demonstration of carelessness in research and presentation of evidence.

Intentional plagiarism will be treated as **Academic Misconduct**.

HOW DOES THE UNIVERSITY DEAL WITH THIS ACCUSATION?

HAVE YOU RECEIVED EITHER OF THESE THINGS?

- A request to attend counselling for alleged academic misconduct?

If your conduct is deemed inadvertent or unintentional you may simply be asked to attend counselling by an Academic Integrity officer. At this session the Integrity officer will either decide to just impose a warning on the student or whether the matter should be escalated to a higher decision maker. You should go!

- An allegation notice and request to attend a hearing?

If the integrity officer does not decide to offer you counselling, they must refer the allegation to the relevant decision-maker. The decision maker will send you an 'allegation notice'. This is the formal notification to a student that they will be subject to formal misconduct proceedings.

** SHOC Education & Equity Advocate can help you understand the allegation notice.*

- (a) level 1 – the relevant Head of School, the Deputy Head of School or the Institute Director;
- (b) level 2 – the relevant Executive Dean or the Dean of the Graduate School;
- (c) level 3 – the Disciplinary Board or the Senate Discipline Appeals Committee.

HEARINGS

Hearings will follow an inquisitorial model where the decision-maker clarifies points of fact and provides the student with an opportunity to be heard before making a decision on the allegation.

** SHOC Education & Equity Advocate can help you understand your rights during the hearing and can attend with you as a support person if required.*

PENALTIES FOR ACADEMIC MISCONDUCT

There are three levels of penalty in line with the three levels of academic misconduct. Penalties range from simply receiving a written warning to expulsion, depending on the level of misconduct determined.

CONSEQUENCES

If a student is found guilty of misconduct, a record is kept on the central student conduct database. The student will be identified as a recidivist in the event of further transgressions and the allegation may be escalated to a higher level decision-maker.

The record of misconduct does not appear on the student's official transcript, however, depending on the penalty imposed, it will appear on their studies report (unofficial transcript) if it records a suspension, expulsion or a G grade.

CONFIDENTIALITY

Staff who investigate or hear allegations or appeals must treat them as confidential and must not discuss them with anyone not involved in the process.

WHAT ARE MY RIGHTS?

You have the right to:

- (a) have a case of alleged misconduct dealt with as promptly as possible;
- (b) receive a copy of, or an opportunity to inspect, all relevant evidence held by the decision-maker;
- (c) be given an opportunity to appear before the decision-maker to answer the allegation;
- (d) appeal a decision to a designated person or body who is not the decision-maker.

Check out the University's policy on [Student Integrity and Misconduct](#).

** SHOC can assist you if you decide to lodge an Appeal against a decision made regarding your misconduct.*

HOW CAN I AVOID PLAGIARISING?

WHAT ARE YOUR RESPONSIBILITIES?

You must ensure that you:

- Submit only work that is your own or that properly acknowledges the ideas, interpretations, words or creative works of others; Referencing properly can help. Make sure you know how to do it and how your faculty wants you to reference.
- Don't lend original work to others for any reason;
- Follow assessment conditions.
Do what is asked of you;

- Don't collude with anyone else (including fellow students), when completing assessment work; this can also mean not sharing your work or helping others out.
- Check out the University of Queensland's [student charter](#). You should be familiar with the expectations the Uni has of you and what you can expect of them.

UPDATE YOUR KNOWLEDGE

[Academic Integrity And Plagiarism Policy](#)

You are encouraged to read the UQ policy which makes a comprehensive statement about the University's approach to plagiarism, the consequences and the principles associated with preventing plagiarism.

[Academic Integrity Online Tutorial](#)

The compulsory online tutorial explains the University's expectations in relation to academic integrity. The tutorial is available online and a link to the tutorial website will be displayed when you log into mySI-net.

** SHOC encourages all students whom have been accused of misconduct to redo the online tutorial prior to their hearing and write that they have done so in their statement.*

For more help contact Student Help on Campus:



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