



# The Aggie Code of Honor and the Aggie Honor System Office

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<http://aggiehonor.tamu.edu>

An Aggie does not lie, cheat or steal, or tolerate those who do.



**AGGIE HONOR SYSTEM OFFICE**  
TEXAS A&M UNIVERSITY

# Academic Misconduct

- Cheating
- Fabrication
- Falsification
- Multiple Submissions
- Plagiarism
- Complicity
- Abuse and Misuse of Access and Unauthorized Access
- Violation of College, Program, Departmental or Course Rules
- Violation of University Rules on Research

# Common Violations

Over the past three years, the most common types of violations include:

- Cheating: 39%
- Plagiarism: 31%
- Complicity: 11%
- Fabrication: 5%
- Multiple Submissions: 4%

# Plagiarism

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The appropriation of another person's ideas, processes, results, or words without giving appropriate credit.

# Plagiarism Examples

- Intentionally, knowingly, or **carelessly** presenting the work of another as one's own (i.e., failing to credit author/sources used in a work product).
- Failing to credit sources used in a work product in an attempt to pass off the work as one's own.
- Attempting to receive credit for work performed by another

# Tips to Help Students Avoid Plagiarism

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- Give clear direction and formatting expectations
- Have students turn in drafts or sections of the paper over several weeks
- Paraphrase and practice paraphrasing (create assignments or in-class activities focused on paraphrasing)
- Visit the writing center (<http://writingcenter.tamu.edu>) for assistance

# Cheating

Intentionally using or attempting to use unauthorized materials, information, notes, study aids or other devices or materials in any academic exercise. Unauthorized materials may include anything or anyone that gives a student assistance and has not been specifically approved in advance by the instructor.



# Cheating Examples

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- Having others conduct research or prepare work without advance authorization from the instructor.
- Acquiring answers for any assigned work or exam from any unauthorized source.
- Collaborating with other students in the completion of assigned work, unless specifically authorized by the instructor teaching the course.

# Tips to Help Students Avoid Cheating

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- Clearly establish when it is okay to work as a group
- Differentiate between collaboration and discussion
- If there is a solution manual for the class, clarify if it is okay for students to use it
- Create multiple versions of the test and print them on different colored paper
- Proctor exams closely – have students sit by someone they DON'T know

# Case Study #1

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Students in BIO 100 Lab are required to complete an intense, cumulative report for the semester. Tony and Dominique get together to discuss the assignment and their understanding of the class. They agree to break the paper up into sections and each write half of the report and combine the parts into a single report that each of them will turn in.

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# Case Study #2

Richard gave a speech in his communication class in the Fall semester about the Battle of San Jacinto. In his class on military history in the Spring, Richard has to give a presentation on a military topic. He selects the Battle of San Jacinto because he already knows a lot about it. He received a good grade in his communication class, so he decides to use the same speech in his Military History Class.

# Case Study #3

Tanya's group is not being productive. With less than a week to go on their semester project, she becomes aware that two group members have decided to plagiarize their entire report from someone who took the class last year. She goes to the professor to ask for permission to work alone on the project. The professor, confused, allows Tanya to complete the assignment as an individual. The professor catches the other group plagiarizing and calls Tanya into her office.

# What are My Options if I believe Academic Misconduct has occurred?

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Texas A&M provides two processes that the instructor of record can utilize to report an allegation of academic misconduct.

<http://aggiehonor.tamu.edu>

INSTRUCTOR PROCESS: Disposition of case (responsibility and sanction) decided by instructor of record.

HONOR COUNCIL PROCESS: Disposition of case (responsibility and sanction) decided by Honor Council.

***Under either process a report needs to be filed with the Aggie Honor System Office.***

**<https://ahso.tamu.edu>**

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# Importance of Reporting



- Expertise: We address more than 800 cases a year
- Consistency: Students in one lecture but different labs should have a reasonable expectation to be treated the same
- Protection: Both faculty and student rights are protected through our process
- Disputes: Faculty insulate themselves from grade disputes due to grade changes impacted by academic misconduct
- Tracking: Identify students who have committed multiple violations across campus
- Education: Our repeat violator rate is <3%

# Sanctions

- A zero on an assignment
- A course grade reduction
- Required to participate in extra requirements for a course
- Educational Sanctions (academic integrity seminar, university or community service)
- An "F\*" in the course and "Honor Code Violation Probation" on the transcript
- Separation from the University (Suspension, Dismissal, Expulsion)



# THE “F\*” GRADE DESIGNATION

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- F\* on the transcript, which includes notation: “Failure due to academic dishonesty”
- The “\*” may be removed by completing the Academic Integrity Development Program
- The “F” may not be removed for a class retaken or dropped
- Student on “Honor Violation Probation”

# Instructor Process (Autonomously)

- 51% sure that a violation of the Aggie Honor Code occurred
- You decide the violation and the appropriate sanction (next slides)
- Communicate information to our office by filing a report (<http://ahso.tamu.edu>)
- Either the instructor or AHSO staff meets with the student to review the charges, the sanctions, and the student's rights
- The student can appeal, but must sway the "51%" in their favor at a meeting with me and at an appeal hearing
- Work-hours involved: Fewer than 5 hours

# Honor Council Process

- Used when the instructor:
  - Suspects that a violation occurred, but is not 51% sure
  - Does not want to assign sanctions
  - Wants someone else to evaluate the situation and make a decision
- Instructor files the charges through <http://ahso.tamu.edu> and selects “Honor Council Process”
- Instructor and student meet with two representatives of the Honor Council (one faculty, one student) for an investigation
- If warranted, the case proceeds to a hearing with four Honor Council members (two students, two faculty)
- The student can appeal the decision and sanctions
- Cumulative Work-hours involved: 40+ hours

# Resources & Discussion



The Aggie Honor System Office is available to give guest lectures on academic integrity and the Aggie Honor System to classes or organizations

Visit <http://aggiehonor.tamu.edu>

Email Us! [aggiehonor@tamu.edu](mailto:aggiehonor@tamu.edu)

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