

APPENDIX II

TRAINING AND FACULTY/STUDENT ASSISTANCE

A. Training

Training on academic integrity/academic dishonesty will be provided for all who teach, including graduate teaching assistants. Training includes the following:

1. Classroom atmospheres that promote academic integrity. Testing techniques that promote academic integrity.
2. Definitions of academic dishonesty.
3. Prevention strategies.
4. Strategies and rules for handling violations i.e. referrals to the Honor Code Council.
5. Sanctions.

B. Faculty Assistance

1. A proctoring service will be created (as a function of the Honor Code Council) to provide proctoring services by trained proctors for all tests where needed or requested.
2. A plagiarism detection service will be available for use by instructors and students where needed. Training in the appropriate use of this service will be provided to instructors and students.
3. Case assistance/consultation is provided for all instructors when alleged academic misconduct occurs, including the following:
 - Academic integrity/academic dishonesty rules and procedures.
 - Expectations.
 - Methods for gathering information.
 - Strategies for presenting information at a hearing.
4. Guidance is provided to accused student, including the following:
 - Honor Code Council procedures.
 - Expectations.
 - Methods for preparing for hearings and appeals.