

**KANSAS STATE UNIVERSITY
HONOR & INTEGRITY SYSTEM
Annual Report
2009-2010**

Article VI of the *Honor & Integrity System Constitution* requires the Director provide a report to Student Senate, Faculty Senate and the Provost annually. This report summarizes the activities of the Honor System for the 2009/2010 academic year.

The primary purpose of the Honor & Integrity System is to promote academic integrity as a standard of expectation within the university community. With this purpose in mind, the system seeks to promote academic integrity through both education and adjudication. This report will emphasize both of these missions as well as provide a report of the system changes and administrative activities of the Director and Honor Council during the reporting period.

ADJUDICATION:

Cases Reported

The Honor & Integrity System has processed **134 Honor Pledge Violation reports**. This number represents an increase of 25 cases over the 2009-2010 academic year. The chart below summarizes the total number of violation reports received by the Honor & Integrity System since 1999. The 2009-2010 numbers represent the greatest number of cases reported for any given year. It is believed this is not a reflection of increased instances of academic dishonesty on the part of K-State students but rather an impact of the Director’s efforts to enhance communications with faculty and staff at the university. The Director has completed a two year initiative to attend department meetings and to communicate policy and procedure with all faculty members. This effort has resulted in an increased number of faculty who choose to report violations to the Honor and Integrity System.

Figure 1 represents the number of violation reports received by the Honor System since the inception of the system in 1999. Please note, the numbers represented in the figure reflect only the violations officially reported to the system. These numbers do not include, informal consultation with faculty regarding violations not reported, nor do they include instances discovered by faculty who choose to handle the violation themselves. It should also be noted, Kansas State University **does not have** a mandatory reporting policy for academic dishonesty. However, faculty should report violations which result in an academic sanction which adversely impacts the student’s grade. The Honor & Integrity System has established procedures by which students may contest academic sanctions related to allegations of dishonest conduct.

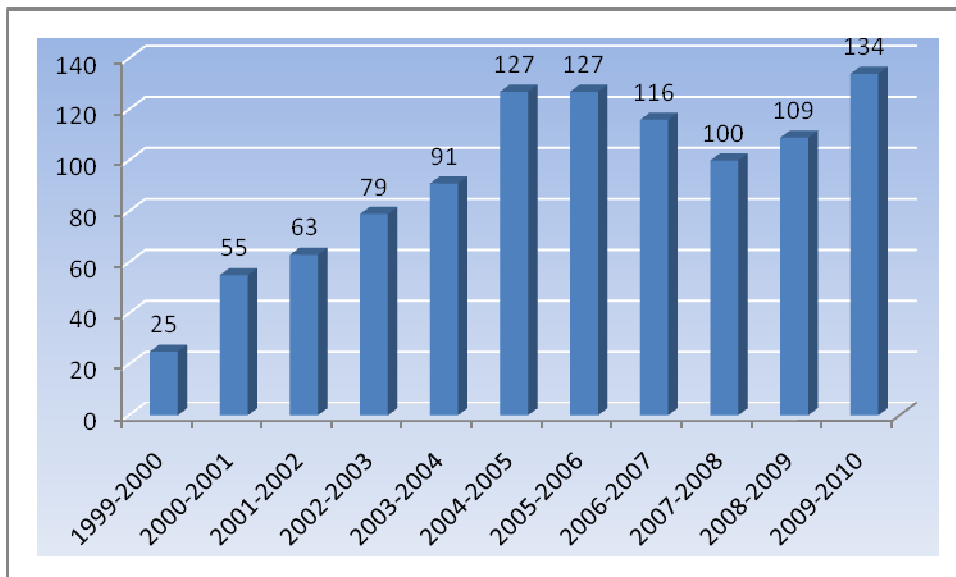


Figure 1: Violation reports by year.

Faculty Demographics

Reports were received from all levels of teaching faculty (See Figure 2). Tenure track faculty constituted 64% of the violation reports received while instructors accounted for 15%. Graduate Teaching Assistants filed 11% of the reports and 10% of the reports were filed by administrative personnel including Deans, Department Heads, and Program Coordinators. The greatest number of reports was filed by Assistant Professors. The percentage (38.94%) reported this year is nearly double that reported in the previous academic year (20%). Additionally, the number of reports received from faculty at the Professor rank increased from 7% reported in 2008-2009, to 15.27% in the reporting period. A significant reduction in the reports was noted by the instructor rank. Instructors constituted 28% of the reports in 2008-2009 and only 15.27% in 2009-2010. No significant difference was noted in the other rank categories.

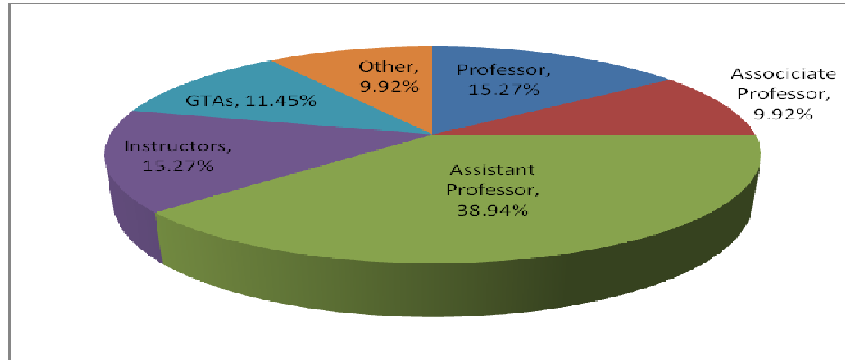


Figure 2: Reports filed by rank.

ADJUDICATION:

Students Reported for Violations

During the reporting period, 181 students were alleged to have committed violations. This is an increase of 56 students from the previous reporting period. A comparison of data from the two reporting periods indicated the overall number of cases reported increased by 25 and the overall number of students increased by 58. One should note, there does not exist a direct correlation between the number of cases reported and the number of students reported. Cases are frequently reported in which multiple violators are named as having violated the academic integrity standards at the university. If the sanctions are the same, and the violation is related, the Honor & Integrity System assigns one case number to the violation. For example, Case #2009/2010-008 involved 18 students who were alleged to have plagiarized four assignments from a solutions manual. Given the actions taken by the students, and sanctions assigned to the students were the same for all students, the Honor & Integrity System reported the violation as a single case. Figure 3 represents the number of students reported as compared to the number of cases reported by year since 1999.

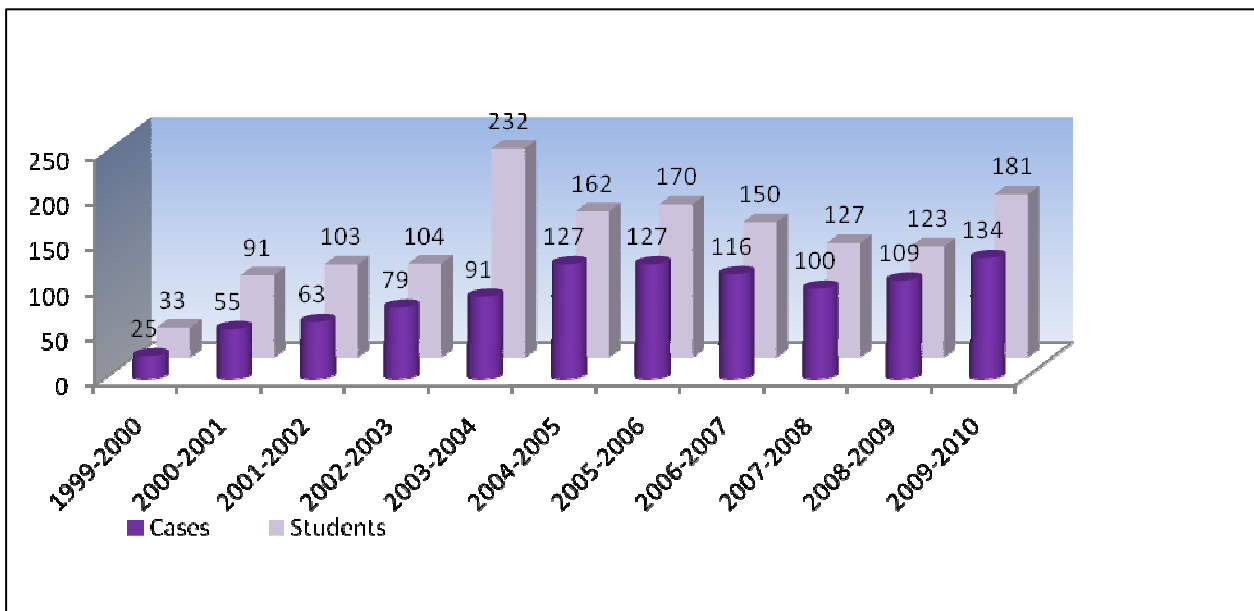


Figure 3: Cases/Students reported since 1999.

Student Demographics

Of the 181 students reported in 2009-2010, 123 students were male and 58 were female. Of the 181 students 149 have been sanctioned for violations. Of the remaining 32 students, 13 were either found not responsible for a violation by a hearing panel or the cases were withdrawn prior to the completion of the adjudication phase. This can occur in cases where new information is introduced, following the filing of a report, which indicates the students were not responsible for a violation. The remaining 19 students were reported for violations at the end of the semester and are awaiting the adjudication process.

A breakdown of the students by classification can be found in the following chart. Violations committed by seniors represented 21% of the total number of violations, this declined from 22% in the previous year. Additionally the number of violations committed by juniors made up 25% for the reporting period up slightly from 24% the previous year. The number of violations by graduate students (17) represents 10% of the total violations. The number of violations by upperclassman shows that approximately 56% of the total violations were committed by upperclassman. This percentage is consistent with the percentages reported during the previous reporting period.

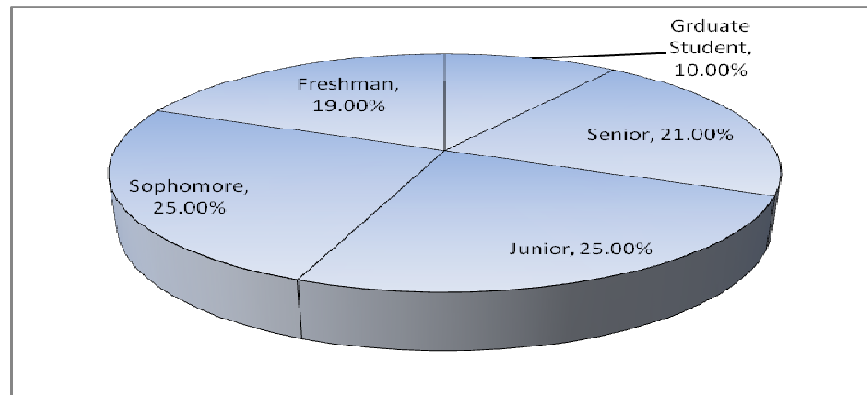


Figure 4: Percentage of violations reported by class.

Second Violations

Of the 149 students sanctioned five had previously been reported to the Honor & Integrity System. These students were required to appear before a hearing panel to decide if further sanctions were necessary. As per the FERPA regulations our office is not authorized to share previous violation reports with faculty. Therefore, at times the sanctions applied for violations in one class may not be suitable for someone who has committed the violation previously. Therefore, each case and subsequent sanction is reviewed by a hearing panel and a sanctioning determination is made.

In reviewing each of the second violation reports, hearing panels opted to elevate the level of sanctioning in all instances. One student was recommended for suspension until the spring semester of 2011 and given an XF in the course of violation. This recommendation was forward to the Provost who supported the decisions and acted upon the recommendation to suspend. The Honor Council does not generally sanction grades during a second violation, however, in this instance the panel felt the second violation demonstrated an escalation in the flagrancy of the violation committed by the student and therefore requested that the Director approach the Department Chair, and Instructor, with the additional information and request the grade of an XF be given for the course. The Chair and the Instructor agreed and the Director processed the grade change through the registrar's office.

The other four students were given additional sanctions including, community service hours to be performed in conjunction with the activities of the Honor & Integrity System, the requirement to complete the Development and Integrity course, attend various department sponsored workshops on plagiarism, and revise papers to be evaluated by the either the Director or Associate Director of the Honor System, in these instances the instructor for who the original work was completed was not informed of the fact the student had committed a previous violation. Therefore, if the sanction was a zero on the assignment, the Honor Council believed the student should be responsible for demonstrating the proper method for citing original work. In each of these four cases, the hearing panel forwarded recommendations that should these students appear before another hearing panel, the student should be considered for suspension or expulsion from the university.

Adjudication: Investigations and Hearings

The Director forwarded 25 cases to the Honor Council for adjudication, seven of which were cases carried over from the 2008-2009 academic year. Of the seven cases from the prior year one case involved a second violation in which the alleged violator chose to contest the allegation. The student was found responsible and appropriate sanctions were assigned. The other six investigations and hearings resulted in findings of responsibility on the student's part and the sanctions were applied following notification to the violator and reporter.

Of the 18 cases filed and adjudicated during the reporting period, Case Investigators recommended dismissing two of the cases for lack of information. The Director shared the information with the faculty reporters and the decision was made to withdraw one of the violation reports. The other case involved a faculty member who refused to drop the case. Therefore, the case was dismissed by the Case Investigators. Three additional cases were resolved during the investigation phase through mediation attempts by the director. Resolution was reached between the violator and reporter in all situations and hearings were not necessary. One additional case was dropped by the violator who, upon reading the case investigation reported, elected to no longer contest the allegation. Of the remaining 12 cases, seven were investigated and a report was provided recommending a hearing panel be convened. The other five cases were second violations in which the violator did not contest the allegations and therefore a hearing was conducted without the need for an investigation.

Forms of Violations and Sanctions

As with past years, the largest form of Honor Pledge Violations involved plagiarism (109 students). Many of these incidents were linked to internet sources. The second largest form of academic dishonesty involves engaging in unauthorized collaboration (40 students) which includes the giving or receiving of information on test, quizzes, or assignments. Additional cases (11 students) were filed listing both plagiarism and unauthorized collaboration as the violation. The cases typically are filed when students submit work given to them by another student who has previously submitted the work for grading. Therefore the work is not original and was given for the purpose of submission by someone other than the original author. Eleven students were reported for violations involving falsification. Falsification is the deliberate concealment of the true origin of data, forgery of signatures (scantron sheets or doctor notes) or submitting tests, quizzes, or assignments under false pretenses. Additional reports (11 students) were filed alleging the use of unauthorized aid. The use of unauthorized aids relates to using textbooks, notes, or electronic devices when such aid is expressly prohibited by the instructor.

An examination of the sanctions assigned by either Reporters or Hearing Panels indicates that most students received multiple sanctions. During the reporting period 29 XFs were assigned. In addition, 71 students were required to enroll in the Development and Integrity course. A grade of zero was assigned to 94 students and 34 students received reduced grades on assignments. Instructors sanctioned 15 students by placing a cap on the course grade and 34 warnings were given. Additionally, five students were required to redo assignments or papers. Finally, two students were assigned community service hours. These hours were assigned by hearing panels and must include service within the Manhattan city limits and can be completed through a university organization or a social works program within the community. Hours must be documented and presented to the Director. It is the responsibility of the Director to verify the hours log with the appropriate authority. As mentioned earlier, a hearing panel did make recommendations for one suspension for the 2009-2010 academic year.

At the time of this report the Honor Council currently has one hearing pending from the spring semester. This hearing is the result of a violation which was investigated during the spring semester. The investigation was completed but the Director was unable to arrange a hearing time when all parties could be present. The student and reporter departed campus soon after finals week. Therefore, the hearing will take place at the end of August. In all 19 cases were filed following final exams in the spring of 2010. Four cases will begin the investigation process during the fall semester. One case was filed as an Option 2 which requires an automatic investigation by the Honor Council. Finally, four cases are pending contact with students. These cases involve students who failed to contact us regarding our communication during the summer months. In this scenario, rather than contact students with official mail at a permanent address, we contact the students via email and through the use of local addresses. Upon resuming regular class sessions we will enhance our efforts to contact the students to resolve the issues related to the allegations that have been filed. A case by case summary can be found on the HIS website at <http://www.k-state.edu/honor/honorsystem/violations.htm>.

EDUCATION:

A primary goal of the Honor & Integrity System is to promote academic integrity through education. This is the responsibility of the Associate Director. Please find below a record of Dr. Camilla Robert's activities related to the educational initiatives of the Honor & Integrity System.

Educational Presentations and HIPE:

From August, 2009 through July, 2010, Dr. Roberts delivered 49 presentations related to academic integrity and honesty. Through these 49 presentations, 2064 students and 71 faculty/staff were informed of the Honor and Integrity System. These presentations ranged from 10-15 minutes to 4 hour workshops. Five workshops were of particular interest as Dr. Roberts and a member of HIPE presented at Manhattan High School (MHS) to 5 freshmen English classes about plagiarism and the need to learn how to appropriately cite material in their research projects. Dr. Roberts also continued to work with the English Language Program (ELP) to develop a more in-depth presentation to examine plagiarism in particular for several of the ELP advanced courses.

The Honor & Integrity Peer Educator (HIPE) student group did successfully participate in Homecoming activities to promote the organization. Some members have assisted with presentations which allow them to provide visibility for the organization. Intentional programs occurred March 2-5, 2010. The students had an information table at the Union for three days, chalked campus regarding issues of integrity, and concluded the week with an Integrity Panel with President Schulz, Dr. Roger McHaney, Dr. Shawna Jordan, and Dr. David Allen.

The students have responded to help advise students in the hearing process. Some Alleged Violators (AVs) did fail to make the connection with their HIPE member (even after the HIPE member sent a number of email messages to check with them), however the HIPE members have taken this part of their role very seriously and met with many of the AVs on various occasions to answer questions the students had.

Development and Integrity Course:

During the fall 2009 semester, 20 students were enrolled in the face-to-face course offering and an additional 11 individuals enrolled in the online course. All students did successfully complete the class. During the spring 2010 semester, 32 students were enrolled in the face-to-face course offering. There was no need for an online section during the spring 2009. Two practicum students (graduate students in SECPA from the College of Education) showed enthusiasm and interest in assisting in teaching the Development and Integrity Class. One student assisted with the fall face-to-face course and one organized one of the spring face-to-face courses. As was the case in 2008-2009, students responded well to both practicum students.

The summer session of the Development and Integrity class was delivered in an online format, meeting every day online from July 1-23, 2010. Sixteen students participated in the summer online course. One student failed to pass the class which requires earning a C or higher as a final grade. This student will be required to retake the class for a successful completion of the sanction. In summary, during the 2009-2010 academic year, 52 students enrolled in the face-to-face Development and Integrity course while 27 enrolled in the online component.

ADMINISTRATIVE:

After two years, the Director has completed his efforts to visit face to face with all departments on the K-State main campus. The Director was unable to meet with six departments. However, these departments are frequent users of the Honor & Integrity System and are very aware of the procedures. During the fall of 2010, the Director will spend more focused time on the Salina campus in an effort to address the needs of the faculty at the facility.

As per the Honor & Integrity System constitution, the Constitution and Investigation and Adjudication Procedures will be reviewed by Faculty Senate, Student Senate, and Graduate Council during 2010. In anticipation of this review, I have formed working groups of Honor Council members to initiate the review process. This process was interrupted during the summer but it is anticipated the work can resume and a document can be presented to the appropriate committees during the fall semester. No changes have been made to the Honor & Integrity System Constitution or the Investigation and Adjudication Procedures during the past academic year.

Dr. David S. Allen
Honor & Integrity System Director
August 16, 2010