



COMMITTEE ON INSTRUCTION AND CURRICULUM

13-14 CIC 34
Thursday, May 1, 2014

TO: The Academic Senate
FROM: The Committee on Instruction and Curriculum (CIC)
SUBJECT: 13-14 CIC 34: Academic Dishonesty in First-tier Writing Course Portfolio and on the Writing Skills Test (WST); Effective Fall 2014
PURPOSE: For Action by Academic Senate

BACKGROUND INFORMATION:

The Writing Skills Subcommittee of CIC (WSS) here articulates how existing policies will be applied in cases of suspected academic dishonesty on the Writing Skills Test (WST) or in first-tier courses. The academic dishonesty policy places a great deal of the decision-making about consequences in the hands of individual teachers. Since the Writing Skills Test (WST) and portfolios in first-tier writing courses are evaluated by outside readers, not the teacher of record, we need to specify the consequences for dishonesty in these circumstances. Also, we need a common policy in the first-tier courses to assure consistency between different teachers and sections. WSS is recommending condition "b" below, highlighted in italics, with additional remarks to address proctoring for online students in first-tier writing courses. WSS is recommending a modification of condition "d" below, also in italics, with further explanation below.

Excerpt (below) from CSUEB [Academic Dishonesty Policy](#):

"Depending on the circumstances, you may: (a) be warned; (b) *be required to resubmit work or retake an exam under specified conditions and with a possible grade penalty*; (c) have your grade adjusted for the assignment; or (d) have your grade adjusted in the course, including assignment of an "F" at the discretion of the faculty. If the course grade is adjusted, it is not subject to Grade Forgiveness."

In addition to consistency, historically there has been a problem with grade forgiveness and the fact that first-tier courses are only graded credit/no credit. A student who wants to submit a portfolio instead of taking the exam must take the class—there's no other way to submit a portfolio—and part of the first-tier teacher's job is to verify, as much as possible, that the student has produced the work. Since students cannot fulfill the University Writing Skills Requirement (UWSR) by taking a different course, their options are more limited in this instance than they might be with other graduation requirements, and they are more likely to need to petition to retake the course.

In the case of the WST, since this is not a course per se, students are not assigned a "grade" but rather may receive a score of LC (limited competency) or DC (developing competency) both of

which mean the University Writing Skills Requirement (UWSR) has not been met, or the score of CC (clear competency) meaning the UWSR has been met. The proposal is that evidence of academic dishonesty on the WST will result in a student receiving a failing grade on the WST. Rather than recording the student's results as limited competency, we recommend a zero be added to the WST scoring options in PeopleSoft, which would indicate failure as a result of academic dishonesty. Retaking the WST will not be allowed; the student must satisfy the UWSR through coursework. In addition, an Academic Dishonesty Report will be submitted directly to Student Judicial Affairs for further review.

PROPOSED POLICY:

Policy on Students Who Commit Academic Dishonesty in First-tier Writing Course Portfolios and on the Writing Skills Test (WST) – Effective Fall 2014

If there is suspicion of academic dishonesty during the evaluation of first-tier portfolios, students will be required to submit to a proctored writing sample. Students who are in online courses and are unable to come to campus will be required to find a certified proctoring environment at their own expense and to submit the proctored writing assignment.

If evidence of academic dishonesty is upheld, students will receive a grade of NC (no credit) in the course and will receive a determination of “failure” on the portfolio for the first-tier course. An Academic Dishonesty Report will be submitted directly to Student Judicial Affairs for further review. Students will be required to petition in order to re-take the first-tier writing course.

If an academic dishonesty report has been filed on the first-tier portfolio or WST, then the student may not seek an exemption from the University Writing Skills Requirement (UWSR).

Evidence of academic dishonesty on the WST will result in a student receiving a failing grade on the WST. Rather than recording the student's results as limited competency, a zero be added to the WST scoring options, which will indicate failure as a result of academic dishonesty. Retaking the WST will not be allowed; the student must satisfy the UWSR through coursework. In addition, an Academic Dishonesty Report will be submitted directly to Student Judicial Affairs for further review.

ACTION REQUESTED:

That the Academic Senate approve the above written policy on Academic Dishonesty in First-tier Writing Course Portfolios and on the Writing Skills Test, effective Fall 2014.