PART II
COMMUNITY POLICIES

SECTION A. ALCOHOL POLICY & INFORMATION
a. Alcoholic Beverage Provisions in the Code of Student Conduct

SECTION B. ACADEMIC INTEGRITY
a. Texas Tech University Statement of Academic Integrity

Academic integrity is taking responsibility for one’s own class and/or course work, being individually accountable, and demonstrating intellectual honesty and ethical behavior. Academic integrity is a personal choice to abide by the standards of intellectual honesty and responsibility. Because education is a shared effort to achieve learning through the exchange of ideas, students, faculty, and staff have the collective responsibility to build mutual trust and respect. Ethical behavior and independent thought are essential for the highest level of academic achievement, which then must be measured. Academic achievement includes scholarship, teaching, and learning, all of which are shared endeavors. Grades are a device used to quantify the successful accumulation of knowledge through learning. Adhering to the standards of academic integrity ensures grades are earned honestly. Academic integrity is the foundation upon which students, faculty, and staff build their educational and professional careers. [Texas Tech University (“University”) Quality Enhancement Plan, Academic Integrity Task Force, 2010]

b. Academic Dishonesty Definitions

Students must understand the principles of academic integrity and abide by them in all class and/or course work at the University. Academic Misconduct violations are outlined Part I, section B of the Code of Student Conduct. If there are questions of interpretation of academic integrity policies or about what might constitute an academic integrity violation, students are responsible for seeking guidance from the faculty member teaching the course in question.

c. Instructor Responsibilities

Any person becoming aware of alleged violations of academic integrity should report the allegation to the instructor of record in the course. The instructor in a course is responsible for initiating action in each case of dishonesty or plagiarism that occurs in that class. The instructor should contact the Office of Student Conduct to discuss the nature of the violation and the student’s record of academic integrity violations. Instructions for reporting allegations of academic dishonesty are available in the Code of Student Conduct. The instructor should attempt to discuss the matter with the student and receive a response from the student about the allegations. Then, the instructor may notify the student of possible academic sanctions including, but not limited to assigning a paper or research project related to academic integrity, make-up assignment that is different than the original assignment, issue no credit for the original assignment, reduce the grade for the assignment and/or course, issue a failing grade on the assignment, and/or issue a failing grade for the course. The academic penalty will not be implemented or assigned until all
disciplinary procedures are complete. All academic integrity violations should be referred to
the Office of Student Conduct as a central clearinghouse of violations and for adjudication
as a Code of Student Conduct violation where disciplinary sanctions will be assigned.

d. Withdrawal and Assignment of Grades

1. Once a student has been notified of an academic integrity allegation, the student may not
drop the course until the academic integrity processes are complete. If a student drops or
withdraws, the student will be reinstated to the course in question. A student should
continue attending class and participating in course work until the disciplinary process is
complete. If it is determined that the student was not responsible for academic integrity
violations and/or the referring faculty member allows the student to withdraw from the
course, the student may file a request with the Vice Provost for Student Affairs for approval
to drop the course or withdraw from the University retroactively. Any student found
responsible for an academic integrity violation and assigned an academic penalty of F in the
course may not drop the course during the semester in which the violation occurred.

2. If a referring faculty member must submit a final course grade before an Academic Integrity
Violation allegation is resolved, the faculty member should notify the Department Chair and
the Associate Academic Dean of the intention to assign a grade of F and/or leave the final
grade blank. The involved student may be given a temporary grade of X by the Office of the
Registrar, which does not affect the student’s GPA, until the academic integrity adjudication
process is complete. When the academic integrity adjudication process is complete, the final
grade will be assigned through the appropriate academic channels and the completion of a
grade change form. All appeals related to academic integrity violations should follow the
process outlined in Part I, section C. (Conduct Appeals Procedures).

e. Academic and Disciplinary Penalties

The academic and disciplinary penalties will not be implemented until the disciplinary
procedure and appeal process has been exhausted. In cases in which a student is found not
responsible for academic dishonesty, the student will be entitled to the grade he/she would
have received in the absence of an academic integrity violation. In addition, the student will
be allowed to continue in the particular course without prejudice.

f. Referrals to the Office of Student Conduct

In addition to the assignment of academic sanctions by the instructor of record, a referral of the
academic integrity violation should also be made to the Office of Student Conduct for the
assignment of disciplinary sanctions. Instructions for reporting academic dishonesty violations
are available in the Code of Student Conduct. A student referred to the Office of Student
Conduct for alleged violations of academic misconduct is entitled to all substantive and
procedural guarantees provided in the Code of Student Conduct.

Law students are subject to discipline procedures as described in the Honor Code of the
School of Law. Instructors of record of the course where the violation occurred and the
associate academic dean of the college where the student is enrolled or of the college housing
the course where the violation occurred may participate in the adjudication of the violation
and assignment of additional sanctions with the Office of Student Conduct as outlined in the
Code of Student Conduct.

NOTE: Additional Academic Integrity information is available from the Office of Student Conduct.
Conduct