

# Z{hukhykz'vm'Jvuk | j{ Hjhkl t pj'Kpzovulz{,

Following are excerpts from Administrative Procedure 5500 and 5500A, Standards of Conduct. For complete policy and procedural information, please refer to the Delta College Policy and Procedure Manual or on the Internet at: [www.deltacollege.edu/div/stuserv/policy-5500/standards-conduct.html](http://www.deltacollege.edu/div/stuserv/policy-5500/standards-conduct.html)

## Kl ìup{pvu'vm'Hjhkl t pj'Kpzovulz{,(AP 5500A)

Academic dishonesty consists of any deliberate attempt to falsify, fabricate or otherwise tamper with data, information, records, or any other material that is relevant to the student's participation in any course, laboratory, or other academic exercise or function. Most, although not all, such attempts fall into one or more of the following three categories:

1. **Wshnphyz t A'** Deliberately presenting work, words, ideas, theories, etc. derived in whole or in part from a source external to the student as though they are the student's own efforts. Examples of plagiarism include, but are not limited to the following:
  - a. Failing to use proper citations as acknowledgement of the true source of information included in a paper, written or oral examination, or any other academic exercise.
  - b. Presenting any work completed in whole or in part by any individual or group other than the student, as though the work is the student's own, in any academic exercise.
  - c. Buying, selling, bartering, or in any other fashion obtaining or distributing material to be used fraudulently as part of any academic exercise.
2. **JoIh{pun:** Disseminating or receiving answers, data, or other information by any means other than those expressly permitted by the instructor as part of any academic exercise. Examples of cheating include, but are not limited to the following:
  - a. Copying answers, data, or other information (or allowing others to do so) during an examination, quiz, laboratory experiment, or any other

exercise in which the student is not expressly permitted to work jointly with others.

- b. Assuming another individual's identity or allowing another person to do so on one's own behalf for c@^Á] ~! ] [ •^Á[-Á-~|' ||j] \*Áæ} ^æ&æá^ { ð&Á^~ ð!^ { ^}cÁ or in any way enhancing the student's grade or academic standing.
  - c. Using any device, implement, or other form of study aid during an examination, quiz, laboratory experiment, or any other academic exercise without the faculty member's permission.
3. **V{oIy'Hjhkl t pj' Tpzjvuk | j{A** Falsifying or fabricating data, records, or any information relevant to the student's participation in any course or academic exercise, or tampering with such information as collected or distributed by the faculty member. Examples of academic dishonesty include, but are not limited to the following:
- a. Falsifying, or attempting to falsify, attendance records, graded exercises of any kind, or any information or document intended to excuse the student from participation in any academic exercise.
  - b. Inventing, fabricating, or falsifying data as part of the completion of any academic exercise.
  - c. Knowingly furnishing false information (or facilitating the furnishing of false information) to a faculty member.

The foregoing list of offenses is not intended to be fully exhaustive of all potential instances of academic dishonesty. Faculty and administrators may identify cases of academic dishonesty not herein contemplated.

## Zjvwl'vm'YI t v}hs'huk'Z | zwluzpvu'(AP 5500)

Faculty members identifying cases of academic dishonesty may enter a failing grade for the assignment or exercise in ~ ~^•cá [ ] ÉÁ^ }c^!ÁæÁ' j] } \*Á\*!æá^Á- [ !Ác@^Á^ } cá!^Á& [ ~!•^Áæ-c^!Ác@^Á last date to drop the class, impose other penalties in terms of grade, additional coursework or other exercises, or refer the matter to the Vice President of Student Services with a recommendation for further action, including the possibility of suspension from the college.

Faculty members referring a matter to the Vice President of Student Services should complete an Academic Dishonesty Ü^ ] [ ;cÁØ [ ; { ÉÁÁÜc~ á^ }c•Á•@æ||Á à^Á } [ cá' ^áá à^ Á&^!cá' ^áá { æáÁ c@æcÁæ } ÁÉ&æá^ { ð&ÁÖï•@ [ ] ^•c~ÁÜ^ ] [ ;cÁØ [ ; { Á@æ•Á á^Á } Á' ^áá , ðc@è } Ác^ } ÁÇFÉÁáæ •Á [-Á!^Á&^è ] cá [-Á } [ cá' &æcá [ ] É

The Vice President of Student Services and/or the Superintendent/President may suspend a student for "good cause."

The length of the suspension may be:

From one or more classes, laboratories, buildings, [ !Á [ c@^Á!Á • ] ^&è' &Áæ!^æ•Á [-Ác@^Á& [ ||^\*^Á- [ !Á [ ] ^Á [ !Á more days, up to and including the remainder of the school term.

From all classes and activities of the community college for one or more terms.

The Superintendent/President shall report on suspension of students to the Board of Trustees on a regular basis.

The Superintendent/President or the Vice President of Student Services may impose a lesser action than suspension, if warranted.

The Vice President of Student Services shall notify the faculty or staff member and the appropriate administrator of action taken with regard to any student referred to the Vice President of Student Services by a faculty or staff member under this Policy.

In matters of academic dishonesty, if a faculty member wishes to appeal the action of the Vice President of Student Services, he or she must submit a request to the Student Ü^!• [ ] } ^!Áæ } áÁ Ö [ ] } á~ &cÁ Ö [ ] { { ðcc^Á^ , ðc@è } Á' Ç^ÁÇ Í DÁ áæ~•Á [-Á!^Á&^è ] cá [-Á } [ cá' &æcá [ ] Á [-Ác@^Á&æ&cá [ ] Áææ\^ } Á à^ Ác@^Á Xè&^Á President of Student Services.

## K | I'WYv j lzz'mvy'YI t v}hs'huk'Z | zwluzpvu

1. To insure due process and a right to appeal in the disposition of any student removal or suspension, the following process is established. The student may seek procedural consultation from the Associated Student Body (ASB) Senator of Student Advocacy. The student shall represent himself or herself, or a person of the

