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Name of Change Proposal	2.3.11 Academic Misconduct <b>Approved Date - March 20, 2024</b>
<p><u>Initiating Council:</u> Faculty Executive Council</p> <p><u>Submitting Council:</u> Faculty Executive Council</p> <p><u>Justification for Proposed Changes:</u></p> <p><b>Background Information:</b> (Provide a brief overview of the issue and/or historical information important in considering the change.)</p> <p>In Spring 2023, a district wide Artificial Intelligence (AI) task force formed to review current AI policies and provide guidance for future use. The group drafted and approved two documents (linked below).</p> <p><b>Supporting Documentation and Rationale for Change:</b> (Provide any supporting documentation such as new legislation, legal/statutory or regulatory changes, data, or key findings that would support the need for the change.)</p> <p>In an effort to bring Common Pages and Administrative Regulations up to date and create more uniform, One Maricopa policy, the decision was made to add AI specific language to the sections regarding Academic Misconduct. The language drafted and approved by the district AI task force is the model for the language used in the proposed changes.</p> <p>Our proposal will concern adding AI specific language to the Academic Misconduct sections of Administrative Regulations and Common Pages. We will not be making any changes to the sanctions and procedures section. *We have made minor, non substantive changes to the language of the Academic Misconduct portion, but no changes to sanctions and procedures.</p> <p><a href="#">AI Guidance for Faculty</a> <a href="#">AI Syllabus Statements</a></p> <p><b>Areas, Councils, or Committees Impacted:</b> (List the constituency groups that may be impacted by the proposed change and that reviewed the proposal and provided feedback.)</p> <p>Faculty Executive Council Academic Affairs (representatives aware through District and FEC AI Task Force)</p> <p><b>Financial or Budget Implications:</b> (Identify any financial or budget implications that may result from the proposed change.)</p> <p><b>None</b></p>	

**Other Considerations:**

FEC has opted NOT to address the overall Academic Misconduct policy and language in this revision. The sole purpose of this edit is to add language regarding Artificial Intelligence as it pertains to academic dishonesty and plagiarism.

**Implementation Impacts:**

No significant impacts anticipated as this was already best practice for most faculty regarding AI use and plagiarism

**Recommended Effective Term:**

Fall 2024

**Dissemination/Communication:**

(Identify the dissemination/communication needs related to the proposed change)

**Disposition History:**

Date	Status

**PROPOSED CHANGES:****2.3.11 Academic Misconduct****~~Integrity Conduct~~****Definitions**

**Academic Misconduct**—[REMOVE DASH]  
includes any conduct associated with the classroom, laboratory, or clinical learning process that is inconsistent with the published course competencies/objectives and/or academic standards for the course, program, department, or institution. Examples of academic misconduct include, but are not limited to: (a) cheating and

**FINAL LANGUAGE APPROVED BY COMMITTEE:****2.3.11 Academic Conduct****Definitions**

**Academic Misconduct** includes any conduct associated with the classroom, laboratory, or clinical learning process that is inconsistent with the published course competencies/objectives and/or academic standards for the course, program, department, or institution. Examples of academic misconduct include, but are not limited to: (a) cheating and plagiarism (including any assistance or collusion in such

plagiarism (including any assistance or collusion in such activities, or requests or offers to do so); (b) excessive absences; (c) use of abusive or profane language; and (d) disruptive behavior.

**Cheating** is any form of dishonesty in an academic exercise. It includes, but is not limited to, (a) use of any unauthorized assistance in taking quizzes, tests, examinations, or any other form of assessment whether or not the items are graded; (b) dependence upon the aid of sources beyond those authorized by the faculty member in writing papers, preparing reports, solving problems, or carrying out other assignments; (c) the acquisition, without permission, of tests or other academic material belonging to or administered by the college or a member of the college faculty or staff; (D) **UNAUTHORIZED (AS DETERMINED BY INSTRUCTOR) COLLABORATION, CONTRACT CHEATING, OR ENGAGING A THIRD-PARTY INDIVIDUAL OR SERVICE (E.G. GHOSTWRITING); (E) USING GENERATIVE ARTIFICIAL INTELLIGENCE (AI) TOOLS (CHATGPT, GOOGLE BARD, MICROSOFT COPILOT, STABLE DIFFUSION, GRAMMARLYGO, AND ADOBE FIREFLY, ETC.) TO SUBSTANTIALLY COMPLETE AN ASSIGNMENT OR EXAM; AND (F) fabrication of data, RESEARCH, facts, or information.**

**Plagiarism** is **THE ACT OF USING THE IDEAS, WORDS, OR CREATIVE WORK GENERATED BY ANOTHER PERSON OR ENTITY WITHOUT PROPER ATTRIBUTION** It includes, but is not limited to: (a) the use of paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgment; (b) unacknowledged

activities, or requests or offers to do so); (b) excessive absences; (c) use of abusive or profane language; and (d) disruptive behavior.

**Cheating** is any form of dishonesty in an academic exercise. It includes, but is not limited to, (a) use of any unauthorized assistance in taking quizzes, tests, examinations, or any other form of assessment whether or not the items are graded; (b) dependence upon the aid of sources beyond those authorized by the faculty member in writing papers, preparing reports, solving problems, or carrying out other assignments; (c) the acquisition, without permission, of tests or other academic material belonging to or administered by the college or a member of the college faculty or staff; (d) unauthorized (as determined by instructor) collaboration, contract cheating, or engaging a third-party individual or service (e.g. ghostwriting); (e) using generative artificial intelligence (AI) tools (GhatGPT, Google Bard, Microsoft Copilot, Stable Diffusion, GrammarlyGo, and Adobe Firefly, etc.) to substantially complete an assignment or exam; and (f) fabrication of data, research, facts, or information.

**Plagiarism** is the act of using the ideas, words, or creative work generated by another person or entity without proper attribution it includes, but is not limited to: (a) the use of paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgment; (b) unacknowledged use of materials prepared by another person or unauthorized (as determined by instructor) collaboration, contract cheating, or engaging a third-party individual or service (e.g.

use of materials prepared by another person or ~~agency engaged in the selling of term papers or other academic materials;~~ UNAUTHORIZED (AS DETERMINED BY INSTRUCTOR) COLLABORATION, CONTRACT CHEATING, OR ENGAGING A THIRD-PARTY INDIVIDUAL OR SERVICE (E.G. GHOSTWRITING)(c) information gathered from the internet and not properly identified; AND (D) THE UNAUTHORIZED USE OF GENERATIVE AI TOOLS (CHATGPT, GOOGLE BARD, MICROSOFT COPILOT, STABLE DIFFUSION, GRAMMARLYGO, AND ADOBE FIREFLY, ETC.) TO COMPLETE SOME OR ALL OF AN ASSIGNMENT OR EXAM ~~WITHOUT PROPER ATTRIBUTION.~~

### Academic Consequences

Any student found by a faculty member to have committed academic misconduct ~~OR DISHONESTY~~ may be subject to the following academic consequences, ~~based on the faculty member's judgment of the student's academic performance~~ INCLUDES, INCLUDING, BUT IS NOT LIMITED TO:

- RECEIVING AN ACADEMIC WARNING
- REDOING THE ASSIGNMENT OR COMPLETING DISCRETIONARY ASSIGNMENTS
- FAILING THE ASSIGNMENT
- RECEIVING A REDUCED GRADE IN THE COURSE OR WITHDRAWAL FROM A COURSE
- FAILING THE COURSE
- COUNSELING OR RECOMMENDING REMEDIATION FOR THE STUDENT
- PLACING THE STUDENT ON SUSPENSION
- OTHER DISCIPLINARY ACTION DETERMINED BY THE COLLEGE

~~**Warning**—A notice in writing to the student that the student has violated the academic~~

ghostwriting) (c) information gathered from the internet and not properly identified; and (d) the unauthorized use of generative ai tools (GhatGPT, Google Bard, Microsoft Copilot, Stable Diffusion, GrammarlyGo, and Adobe Firefly, etc.) to complete some or all of an assignment or exam:

### Academic Consequences

Any student found by a faculty member to have committed academic misconduct or dishonesty may be subject to the following academic consequences, including, but not limited to:

- Receiving an academic warning
- Redoing the assignment or completing discretionary assignments
- Failing the assignment
- Receiving a reduced grade in the course or withdrawal from a course
- Failing the course
- Counseling or recommending remediation for the student
- Placing the student on suspension
- Other disciplinary action determined by the college

### Disciplinary Sanctions

A faculty member may remove a student from one (1) class meeting for disciplinary reasons. For involuntary removal from more than one (1) class period, the faculty member should invoke the procedures outlined in AR 2.5.2.

If the misconduct is sufficiently serious to warrant course failure, and if either:

(a) the failure results in a student being removed from an instructional program, or  
(b) the student refuses to accept responsibility for the misconduct and its academic consequences, the faculty member will, in addition to awarding the course grade, consult the department chair and the vice president of academic affairs as to whether

~~standards, as defined in 1.A. WHERE ACADEMIC MISCONDUCT OCCURS.~~

~~**Grade Adjustment**—Lowering of a grade on a test, assignment, or course.~~

~~**Discretionary assignments**—Additional academic assignments determined by the faculty member.~~

~~**Course Failure**—Failure of a student from a course where academic misconduct occurs.~~

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If the misconduct is sufficiently serious to warrant course failure, and if either:

- (a) the failure results in a student being removed from an instructional program, or
- (b) the student refuses to accept responsibility for the misconduct and its academic consequences, the faculty member will, in addition to awarding the course grade, consult the department chair and the vice president of academic affairs as to whether institutional sanctions set forth below should be sought under AR 2.5. Regardless **OF** whether the student has accepted responsibility for academic consequences, in all cases of academic misconduct the faculty member may make recommendations for sanctions and may file a written complaint of misconduct. The vice president of academic affairs will serve as the student conduct administrator in all academic misconduct cases, and will follow the procedure established in AR 2.5.2 to evaluate whether disciplinary sanctions are warranted. College probation, suspension, or expulsion will be imposed only by the vice president of academic

institutional sanctions set forth below should be sought under AR 2.5. Regardless of whether the student has accepted responsibility for academic consequences, in all cases of academic misconduct the faculty member may make recommendations for sanctions and may file a written complaint of misconduct. The vice president of academic affairs will serve as the student conduct administrator in all academic misconduct cases, and will follow the procedure established in AR 2.5.2 to evaluate whether disciplinary sanctions are warranted. College probation, suspension, or expulsion will be imposed only by the vice president of academic affairs or designee, and only after the student has received the procedural rights provided in AR 2.5.2.

**Disciplinary Probation** - Disciplinary probation is for a designated period of time and includes the probability of more severe sanctions if the student commits additional acts of academic misconduct.

**College Suspension** - Separation of the student from the college for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified. (A suspension from one Maricopa Community College will apply to all other colleges/centers in the District.)

**College Expulsion** - Permanent separation of the student from the college. (Expulsion from one Maricopa Community College will apply to all colleges/centers in the District.)

### Appeal of Sanctions and Consequences for Academic Misconduct.

Students can appeal academic consequences by following the [instructional grievance process](#). (AR 2.3.5; Appendix S-6). Students may appeal disciplinary sanctions as provided in AR 2.5.2. If the student appeals through both processes, the

affairs or designee, and only after the student has received the procedural rights provided in AR 2.5.2.

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### **Appeal of Sanctions and Consequences for Academic Misconduct.**

Students can appeal academic consequences by following the [instructional grievance process](#). (AR 2.3.5; Appendix S-6). Students may appeal disciplinary sanctions as provided in AR 2.5.2. If the student appeals through both processes, the instructional grievance process will be suspended until a final decision is reached in the student discipline procedure. In all cases in which financial aid has been adversely affected by academic consequences or disciplinary sanctions that are the subject of ongoing hearing or appeal proceedings, the student may appeal the financial aid determination on the grounds that a final decision has not been made. In such an event, a final decision on financial aid will not be made until after the final decision on consequences and/or sanctions.

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### **Also See:**

[2.3.4 Academic Standing, Warning, and Probation](#)

[2.3.5 Instructional Grievance Process \(Appendix S-6 Instructional Grievance Process\)](#)

[2.5.2 Student Conduct Code](#)

**AMENDED through the Administrative Regulation Process, May 24, 2022**

**AMENDED through the Administrative Regulation Process, May 20, 2014**

**AMENDED through direct approval from the Chancellor and Executive Vice Chancellor & Provost, August 7, 2013**

**AMENDED through the Administrative Regulation Process, March 25, 2013**

**ALSO SEE:**

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