CREATING A CULTURE OF ACADEMIC INTEGRITY REQUIRES THREE INTERCONNECTED COMPONENTS:

EDUCATION
MONITORING
ADVOCACY
INTRODUCTION

Building the culture of academic integrity requires a three pronged approach: education, monitoring, and advocacy. During 2015-16, the Ethics and Integrity Council made significant progress in enhancing USF’s culture of academic integrity by completing activities in each of these three key areas. A brief summary is listed below and additional information is provided in subsequent sections of this report.

Education
- Expanded the membership of the Student Academic Integrity Committee to include 34 trained members
- Conducted a survey of faculty, staff, and students to assess perceptions of academic integrity at USF in order to develop targeted activities for increased outreach and education

Monitoring
- Identified a system to automate the centralized reporting of academic integrity incidents
- Worked with Innovative Education on the implementation of the new Proctorio online monitoring system

Advocacy
- Developed a plan to create awareness of the new USF academic integrity regulations and procedures and to enhance the culture of academic integrity at USF
- Distributed the Academic Integrity posters throughout campus
- Continued to advocate for the need for an Academic Integrity Officer at USF
Education

Student Academic Integrity Committee (SAIC)
SAIC is cited in the new USF Academic Integrity Regulation (3.027) as a source of student members for appeals cases involving academic dishonesty. The purpose of SAIC is to engage students who are committed to academic integrity in activities that promote the Commitment to Honor among USF students. SAIC has three functions related to academic integrity: (1) education; (2) advocacy; and (3) case review. The following activities were accomplished in 2015-16 to further develop the SAIC:

- Twelve new students completed training to serve as members of appeals committees for cases of academic integrity. The training provided: (1) an overview of the USF academic integrity regulations and academic grievance processes and (2) case studies portraying a wide range of academic integrity dilemmas.

- Thirty-four students are now active members of SAIC including representatives from the Arts, Arts & Sciences, Behavioral & Community Sciences, Business, Education, Engineering, Global Sustainability, USF Health, Nursing, and Public Health.

Survey of USF Students and Faculty
In 2006, USF conducted a survey of students and faculty to assess their perception of academic integrity at USF. The Ethics and Integrity Council conducted a similar study in 2016 to obtain a ten-year comparison of the culture of academic integrity at USF. The complete report will be submitted to the EIC in Fall, 2016 when all data analyses are completed. A preliminary summary of major findings follows:

- A higher percentage of students believe cheating is a serious problem at USF in 2016 than in 2006.
- Both faculty and students believed cheating occurs more in online line classes than face-to-face classes.
- The two forms of cheating thought to occur most frequently by students and faculty are: (1) cheating in online assignments or test and (2) inappropriate sharing of work in group assignments.
- Cheating deterrents used most frequently by faculty include: including statements about academic integrity in the syllabus and using Turn-It-In
- Deterrents used less frequently by faculty but known to be effective were: including AI statements on exams/assignment; using multiple forms of exams; forbidding electronic devices during tests; assigning seats for exams; asking students to sign an honor statement before an exam.
• Faculty typically discuss academic integrity at the start of the semester but not on individual assignments.
• Nearly all students and faculty were aware of the academic integrity regulations at USF but far fewer were aware of the Commitment to Honor.
• Students and faculty were generally aware of the FF grade but most had misconceptions about the consequences of the FF grade.
• Only half of the graduate students knew they could be immediately dismissed for receiving an FF grade.
• Students and faculty made several recommendations to reduce academic dishonesty:
  1. Enforce Academic Integrity regulations more rigorously and more consistently.
  2. Modify testing and assessment procedures through enhanced monitoring in face-to-face classes, requiring all exams for online courses to be taken on campus or in testing centers, and modifying testing/assessment procedures (multiple versions of exams, changing exams every semester).
  3. Increase education for both faculty and students.
  4. Remove disincentives for faculty who report cheating (should not allow students who have cheated to evaluate instructor; reduce time burden associated with documentation).
  5. Provide incentives for faculty who pursue cases of academic dishonesty (more administrative support/guidance through the process; development of systematic method to report cheating; having an Academic Integrity Officer centrally).
  6. Create a culture of academic integrity through messages from the President, Provost, Deans, and Chairs and engaging student leaders in promoting the honor code.
Monitoring

Centralized Reporting of Academic Dishonesty
During 2015-16, the Ethics & Integrity Council identified a system that has the potential to facilitate the centralized reporting of academic dishonesty. The system, known as Symplicity, would provide a simple means for faculty to report cases of academic dishonesty that do not rise to the level of an FF grade. The system will allow appropriate academic officers to advise faculty if a student has more than one academic integrity violation. Thus, repeat offenders could be identified and this information could be taken into consideration when a faculty member decides the sanction for the violation.

Online Test Proctoring: Proctorio
In collaboration with Student Government, USF selected Proctorio as the online proctoring system for USF. Proctorio is intended to deter student cheating during online exams and to provide documentation of potential cheating during online tests. Proctorio verifies student identity prior to the exam and monitors student activity during the exam via webcam recordings.

During the Fall, 2015 semester, faculty were trained on use of the system via face-to-face workshops and online sessions. In addition, awareness session were conducted with the Student Senate, Associate Deans Council, Undergraduate Council, Ethics & Integrity Council, Students with Disability Services, USF, and the USF IT Help Desk.

Proctorio was implemented in the spring semester in 65 classes. In the first semester of use, over 20,000 online exams were monitored using Proctorio. Students reported that Proctorio was effective at preventing cheating but they were less enthusiastic about its use than faculty. A survey of faculty was conducted in April, 2016 to assess their satisfaction with Proctorio. The results indicated that:

- Faculty generally thought Proctorio is an effective tool to prevent cheating.
- Features used most frequently were: identity verification, webcam recording of exams, browser lockdown, and computer screen recording.
- Generally, faculty reported that Proctorio was easy to set up on their computers and easy to set up for exams.
- Over half of the faculty planned to use Proctorio again; another third said they probably would use it again.
Advocacy and Awareness

Integrity Poster Distribution
The Ethics and Integrity Council designed a series of posters in 2014 to be placed in strategic locations across campus. During 2014-15, the posters were reviewed and approved by the Office of University Communications and Marketing. At the beginning of the Fall, 2015 semester, over 350 posters were placed in strategic locations across campus. The EIC expresses its appreciation to the President’s Office and UCM for their commitment to and financial support of this project.
Outreach to Faculty and Students

The Ethics & Integrity Council developed a plan to expand outreach to faculty and students to increase their awareness of the new USF academic integrity regulation and consequences of cheating. The plan includes the following activities:

- Complete the presentation for faculty information and training sessions and conduct sessions at department and college meetings.
- Develop an Infographic to promote understanding of academic integrity processes
- Inform faculty that PDFs of the posters are available on the EIC website and may be reproduced and distributed
- Meet with Associate Deans and ask them to encourage faculty to include a statement about academic integrity in their syllabus and other course documents
- Conduct an AI workshop for faculty within Canvas
- Conduct a workshop for student athletes (as requested by the Athletics representative)
- Develop a FAQ for students and for faculty to help them understand important components of the Academic Integrity Regulation. For students, emphasize the potential violations and the procedures to appeal. For faculty, emphasize the array of consequences, the value of pursuing potential violations, the procedures, where to get help, and centralized reporting.
- Create video clips of students commenting on their perceptions of academic integrity at USF and the importance of faculty to enforce the regulations. Post these on the EIC website and distribute to academic departments to show at department meetings.
- Work on consistent messaging at the university level regarding high priorities, e.g., carefully state the goal to increase graduation rates so that it is does not have unintended consequences of discouraging rigor and integrity.
- Offer a session on Academic Integrity at Graduate Student Orientation.

In 2016-17, the Ethics & Integrity Council will implement selected activities from this plan in an ongoing effort to enhance the culture of academic integrity at USF.
Need for a USF Academic Integrity Officer

Building a culture of academic integrity at a university is a multi-faceted process. This past year, the Ethics & Integrity Council completed several activities designed to enhance academic integrity. However, these new initiatives, as well as the increasingly complex nature of academic dishonesty cases, require the full-time attention of a university administrator in order to be sustained. Therefore, the Ethics and Integrity Council recommends the establishment or designation of a position with the title of Academic Integrity Officer.

Academic integrity cannot solely be legislated. It must be reinforced in multiple settings and on multiple occasions. This requires the provision of a systematic set of services that “focus on creating healthy, ethical environments that support ethical choices at all levels of the organization rather than simply focusing on stopping students from cheating” (Davis, Drinan, & Gallant, 2009). The culture of academic integrity involves continuous articulation of the ethical values and expectations of the university, enhanced ethical education for students, expanded faculty training in prevention practices; outreach to faculty to acquaint them with procedures for handling suspected cheating; and support for faculty who report suspected violations of academic integrity.

USF presently does not have a designated Academic Integrity Officer. A number of institutions have established positions with this responsibility, including Stony Brook University, University of North Carolina-Chapel Hill, University of California-Davis, University of California-San Diego, Johns Hopkins University, University of South Carolina, Washington State University, Clemson, and Texas Tech, among others. These individuals hold various titles, such as Director of Academic Integrity, Director of Student Standards and Accountability, and Coordinator of Academic Integrity.

Suggested responsibilities for the Academic Integrity Officer follow:

1. Develop a comprehensive outreach and educational program regarding the USF Commitment to Honor and issues of academic integrity for the campus community.

2. Administer the USF System Academic Integrity Regulation, USF3.027.

3. Oversee the management of Academic Integrity cases.

4. Oversee the activities of the Student Academic Integrity Committee (SAIC) including annual solicitation of members, training, and case assignments.
5. Develop and monitor a centralized reporting system for graduates and undergraduates.

6. Provide USF faculty with new tools and knowledge to prevent and address academic misconduct within our changing academic environment.

7. Consult with faculty who are faced with academic integrity violations.

8. Coordinate educational activities for students to improve their knowledge and understanding of academic honesty and behaviors that violate integrity by presenting to student groups, orientation programs, academic departments, and professional staff.

9. Create documents and guides for faculty, staff, and students regarding the academic integrity process.

10. Monitor the implementation of sanctions and completion of RAISE tutorials for students found to violate academic integrity regulations.

11. Prepare an annual report on the number of academic integrity violations and prepare educational and outreach activities to address observable trends and prevent academic misconduct.

12. Coordinate with the Office of Research on cases involving research misconduct.
EIC GOALS FOR 2016 - 17

1. Create a position of Academic Integrity Officer to provide leadership and coordinate activities related to academic integrity and academic misconduct.

2. Develop a campaign to create confidence in the academic integrity of online classes, to encourage faculty to utilize practices that promote academic integrity in online courses, and to promote academic integrity among students enrolled in online classes.

3. Expand education and outreach activities to faculty and students to increase knowledge and understanding of academic integrity policies and procedures. Involve student organizations in outreach activities regarding academic integrity and misconduct.

4. Refine and expand the training, selection, and activities of the SAIC.

5. Develop a process to provide the faculty with an annual report on academic integrity at USF.

6. Restore the syllabus template on university and college websites and ensure academic integrity regulations are referenced in the templates. Work with the Student Government as they pursue the Syllabus Bank.

7. Incorporate messages in Canvas to remind students not to cheat.

8. Develop an online module for Academic Integrity within Canvas as a refresher course for the training students receive at Orientation.

9. Explore the possibility of adopting the grievance module associated with the Symplicity system currently used by Student Affairs to track student conduct cases (Winston Jones is the contact person in Student Affairs).

10. Identify AAU institutions with model academic integrity programs and include a profile of such programs in the 2017-18 report to the President (this recommendation was requested by President Genshaft in the 2016 annual report meeting).
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References
