

ACADEMIC INTEGRITY POLICY

1 PURPOSE

This Policy:

- defines academic integrity;
- reflects that the pursuit of academic integrity is a shared responsibility and articulates collective and individual responsibilities;
- articulates the University's definition and position on types of academic activities; and
- references the disciplinary process to be undertaken if there is an allegation of a breach of this policy.

2 BACKGROUND

The University is committed to:

- transformative education, learning, research and discovery, all of which advance knowledge and have a positive impact on our community¹;
- creating a work and study environment where all members of the University community can flourish²; and
- developing an institution-wide approach to academic integrity³.

3 SCOPE

This Policy applies to all Staff and Students.

It does not replace the requirements specified in the Australian [Code](#) for the Responsible Conduct of Research (Australian Code) or the Macquarie University [Code](#) for Responsible Conduct of Research (Macquarie Code). Staff and Students engaging in research activities must read and comply with these codes in conjunction with the Academic Integrity Policy.

4 DEFINITIONS

Commonly defined terms are located in the University [Glossary](#). The following definitions apply for the purpose of this Policy:

Academic integrity: acting with the values of honesty, respect, trust, responsibility and support in learning, teaching and research.

Academic exercise:

- a) An examination, that is, a time limited assessment task conducted under invigilation including tests, practical assessments and final examinations; and
- b) the submission and assessment of a thesis, dissertation, essay, practical work or other coursework and any other exercise (including in the case of graduate students transfer and confirmation of status exercises) which is not undertaken in formal

¹ Adapted from the Academic Integrity Values Statement (<http://www.mq.edu.au/about/about-the-university/governance/academic-senate/resources>)

² <http://www.mq.edu.au/about/about-the-university/strategy-and-initiatives/strategic-initiatives/diversity-and-inclusion>

³ Learning for the future, Learning and Teaching Strategic Framework, 2015 - 2020

examination conditions but counts towards or constitutes the work for a student academic award or for admission to the University or enrolment in any unit or program of study or research at the University and includes related research.

Misconduct: conduct prohibited by any University Regulation; and any corrupt conduct in connection with the University.

Academic misconduct: any misconduct relating to an academic exercise.

Research misconduct: a serious breach of the Australian Code for the Responsible Conduct of Research (Australian Code) or the Macquarie University Code for Responsible Conduct of Research (Macquarie Code) which is also intentional or reckless or negligent.

5 POLICY STATEMENT

All students and staff are required to adhere to the principles and values of Academic Integrity as a shared responsibility across the University. Alleged breaches of the Academic Integrity Policy will be dealt with seriously by the University and may result in disciplinary processes.

PART A: ACADEMIC INTEGRITY PRINCIPLES

The Academic Integrity Policy is underpinned by three equal principles:

1. Academic integrity is fundamental to transformative education, learning, teaching, research and discovery at the University, all of which advance knowledge and have a positive impact on our community and the world.
2. The University is committed to fostering a collective culture of awareness and development that empowers all staff and students to become champions of the academic integrity values.
3. Academic integrity comprises of active engagement with the five interconnected values of honesty, respect, trust, responsibility and support.

PART B: VALUES OF ACADEMIC INTEGRITY

In learning, teaching and research, the values of academic integrity provide an overarching declaration that informs the University, staff and students. The following explanations describe what each of the values of academic integrity mean at Macquarie University:

Honesty	is being truthful, maintaining transparency, encouraging openness and acknowledging other's work.
Respect	is valuing diversity, being inclusive, listening to understand and treating others fairly.
Trust	is being reliable, building trustful relationships and demonstrating trustworthiness.
Responsibility	is being proactive, taking ownership and holding ourselves and others accountable.

Support is communicating clear expectations, delivering accessible resources, being approachable, building capacity and resilience and providing training.

PART C: ACADEMIC INTEGRITY MODULE

The University has an Academic Integrity Module that is available to all Staff and Students. All staff and students are encouraged to complete the module.

PART D: SHARED RESPONSIBILITY FOR ACADEMIC INTEGRITY

The pursuit of academic integrity is a shared responsibility across the University. The University, its staff and its students have a role in maintaining a positive culture that supports the values of academic integrity.

Schedule 1: Shared Responsibility for Academic Integrity articulates the collective and individual responsibilities that underpin a transparent and holistic approach to academic integrity.

PART E: ACADEMIC ACTIVITIES

When engaging with or setting an academic exercise, the pursuit of academic integrity is supported by understanding acceptable and unacceptable academic activities (including learning, teaching and research).

Schedule 2: Definition of Academic Activities provides definitions of acceptable and unacceptable academic activities.

PART F: ACADEMIC INTEGRITY POLICY BREACHES

The University has existing disciplinary processes for misconduct, academic misconduct and research misconduct.

In an academic exercise, the detection, management and notification of possible academic integrity policy breaches is fundamentally a judgement made by a member of staff or student who is familiar with the academic exercise.

The table below identifies the relevant disciplinary processes dependent on the individual and the activity:

Staff or Students engaged in research activities	An alleged breach of this Policy, the Macquarie Code or the Australian Code may amount to research misconduct. The provisions set out in the <i>Guide to Managing and Investigating Potential Breaches of the Australian Code for the Responsible Conduct of Research</i> will be used to manage research misconduct allegations.
Academic Staff	An alleged breach of this Policy may amount to a breach of the Staff Code of Conduct . The provisions set out in the Macquarie University Academic Staff Enterprise Agreement may be used to manage academic staff

	misconduct allegations.
Academic Staff (MUIC)	An alleged breach of this Policy may amount to a breach of the Staff Code of Conduct . The provisions set out in the Teaching Staff Greenfields Enterprise Agreement may be used to manage MUIC academic staff misconduct allegations.
Professional Staff	An alleged breach of this Policy may amount to a breach of the Staff Code of Conduct . The provisions set out in the Macquarie University Professional Staff Enterprise Agreement may be used to manage professional staff misconduct allegations.
Students	An alleged student breach of this Policy may amount to a misconduct allegation. Misconduct and academic misconduct allegations are handled and resolved in accordance with the Student Discipline Rules and Procedure .

6 RELEVANT LEGISLATION

- Higher Education Standards Framework
- Australian [Code](#) for the Responsible Conduct of Research

7 KEY RELATED DOCUMENTS

Supporting documents:

- Schedule 1: Shared Responsibility for Academic Integrity
- Schedule 2: Definitions of Academic Activities

Other related documents:

- Staff Code of [Conduct](#)
- Student Discipline [Rules](#)
- Student Discipline [Procedure](#)
- Student Discipline Procedure [Appendix 1: Handling and resolving allegations of Academic misconduct \(process map with links to supporting resources\)](#)
- Student Discipline Procedure [Appendix 2: Handling and resolving allegations of General misconduct \(process map with links to supporting resources\)](#)
- Macquarie University [Code](#) for Responsible Conduct of Research
- Academic Integrity Values [Statement](#)
- Assessment [Policy](#)
- [Ethics Statement](#)
- [Macquarie University Enterprise Agreement\(s\)](#)
- Staff [Code of Conduct](#)
- Intellectual Property [Policy](#)

Documentation from the following Universities was reviewed in developing this policy, and is gratefully acknowledged:

- University of Sydney
- University of Wollongong Australia
- University of Queensland

8 NOTES

8.1	Contact Officer	Chair, Senate Learning and Teaching Committee
8.2	Implementation Officer	TBC (following content development) Associate Deans, Learning and Teaching
8.3	Approval Authority / Authorities	Academic Senate
8.4	Date Approved	February 2018 / TBC
8.5	Date of Commencement	TBC
8.6	Date for Review	TBC
8.7	Documents Superseded by this Policy	Academic Honesty Policy, approved 13 November 2012
8.8	Amendment History	Nil.

Please complete the following:

REQUIREMENTS FOR PUBLISHING TO POLICY CENTRAL	
Category	Academic (including Learning and Teaching; Academic Quality; Library)
Audience	Academic staff Professional staff Researchers & HDR Candidates Students Visitors to Macquarie