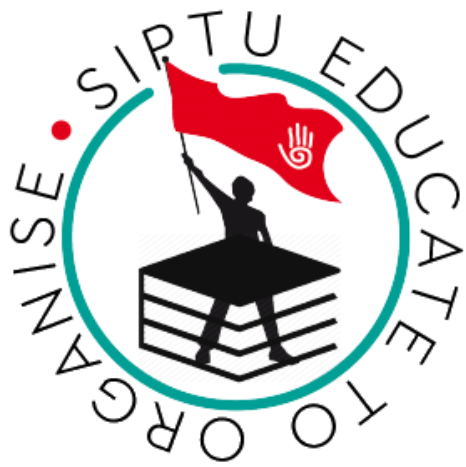


Academic Integrity Policy

SIPTU



Contents

Academic Integrity:	3
Academic Misconduct:.....	3
Learner Responsibilities	4
College Responsibilities	3
Procedure for dealing with Academic Misconduct:	5

Academic Integrity:

Academic integrity is an important feature of what we do in SIPTU's College, it ensures that our actions within the college are guided by principles of honesty and a desire for learners to present work with integrity. The purpose of assessment in our programmes is to illustrate that learners have completed the required learning and to demonstrate that they have achieved the learning outcomes of a programme. Therefore, it is key that the college adheres to its responsibilities around academic integrity and that learners are aware of their responsibilities to prevent academic misconduct.

Academic Misconduct:

Academic misconduct refers to any action that deliberately compromises the honesty and integrity of learning, including assignments. Plagiarism is intentionally or unintentionally representing the work or ideas of others as your own work, without properly acknowledging the source. Academic misconduct may be cheating in exams, falsifying data, misrepresenting work or intentionally collaborating on a piece of work when not authorised. If learners are using the ideas or work of others from any source, they should give these works full credit, acknowledge and reference them correctly. Please refer to the document specific to the use of Artificial Intelligence in assignments on the college learner support page.

College Responsibilities

- To deliver briefing/training with learners on academic integrity- including referencing, appropriate use of AI
- To define Academic Misconduct for our learners and illustrate any possible ramifications

- To design authentic assessments; specific and tailored to the learner's experiences. Thus, reducing the possibilities for academic misconduct and the use of AI in an inappropriate manner.
- To ensure that our practices ensure equal opportunities for all learners
- To offer support and additional training to learners who may be struggling with referencing or assignment preparation
- To be clear in assessment instructions what the referencing requirements are and if the use of AI is permissible and any restrictions around its usage
- To make marking rubrics available to learners to emphasise the learning that assignments should achieve
- To raise awareness of "essay mills" and how some learners may be vulnerable and targeted to use such services. To also highlight the consequences of engaging with such services.
- To commit to providing ongoing training/support to staff in the college on academic integrity
- To ensure that tutors monitor academic integrity to ensure fair procedure and opportunities for all learners

Learner Responsibilities

- To represent their own work with honesty
- To attend briefings/training on academic integrity in the college
- To submit original assignments that are properly referenced
- To adhere to the Harvard referencing system and attend any college training on referencing
- To avoid unauthorised collaboration with classmates on individual assignments

- To engage with tutors on any requirements for their assignments
- To sign a declaration that the work that they are submitting as an individual or as part of group work is their own
- To ensure that they adhere to SIPTU's policy on artificial intelligence in education
- To be available to discuss any concerns around their assignment submission

Procedure for dealing with Academic Misconduct:

Incidents of suspected academic misconduct will be treated as per the steps outlined:

- Cases of suspected academic misconduct should be reported by the tutor/second marker to the Head of College
- Suspected academic misconduct will be subject to an investigation- both by the tutor and Head of College
- If academic misconduct is suspected, you may be requested to explain the circumstance.
- If the case of academic misconduct is upheld, you will receive notification in writing
- If the case of academic misconduct is a serious one, you may lose marks or be obliged to repeat the assessment activity appropriately.
- If two or more learners submit identical work where individual work is required, all may be required to repeat the assignment.
- Cases of academic misconduct will be recorded on the learner record for examiners.
- Learners have the right to appeal an academic misconduct decision to SIPTU's Appeals Board. Appeals must be made in writing within ten (10) working days of receiving notice of confirmation of academic misconduct.