

# **Senate Discipline Committee (SDC)**

## **2015-2016 Annual Report**

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The Senate Discipline Committee (SDC) submits the following annual report for 2015-2016.

### **1. Membership**

The following persons served on the SDC between July 1, 2015 and June 30, 2016:

#### **Faculty members:**

Susan Holmes (Chair)	College of Continuing Education (from May 2006)
Andrew Warkentin	Faculty of Engineering (from March 2014)
Jim Power	Faculty of Management (from July 2012)
Robin Parker	Faculty / University Libraries (from July 2015)
A. Randall Olson	Faculty of Agriculture (from July 2013)
Deborah Tamlyn	Faculty of Health Professions (from July 2015)
Erna Snelgrove-Clarke	Faculty of Health Professions (from July 2015)
Holly Richardson	Faculty of Health Professions (from July 2015)
Ruben Zaiotti	Faculty of Arts & Social Sciences (from July 2015)

#### **Dalhousie Student Union members:**

Dhruv Bhatia	from May 1, 2015
Liam Hunt	from May 1, 2015
Sarah Dobson	from May 1, 2015
Dylan Letendre	from May 1, 2015

#### **King's Student Union members:**

Taylor Saracuse	from May 1, 2015
Zoe Brimacombe	from May 1, 2015

Previous committee members: Randall Olson, Holly Richardson. Susan Holmes and Erna Snelgrove - Clarke will be on sabbatical for the 2016-17 term. Dhruv Bhatia, Dylan Letendre, Taylor Saracuse and Zoe Brimacombe have moved on and will no longer serve on the SDC. We thank all faculty and student representatives for their outstanding support this past year.

### **2. Activities of the SDC**

The Committee considers all allegations of academic offences that are not resolved by Faculty Academic Integrity Officers and all breaches of the Code of Student Conduct that are not resolved informally through the Office of the Vice-President, Student Services. In addition to conducting hearings, the SDC meets annually, or as frequently as required, to discuss relevant issues and to provide training to its members.

The current year, 2015-2016, saw continued development regarding enforcement of penalties ordered by the SDC and Faculty AIOs. It has been a long-standing practice of the SDC to recommend, where appropriate, that offending students undergo some remedial training in order to learn best practices and avoid committing offences in the future. This often takes the form of a recommendation that a student attend a Writing Centre workshop on writing a research paper or on intellectual honesty, but study skills and time management workshops offered by Student Academic Success Services have also been utilized. There has been an increase in use of these workshops as the number of cases heard annually by the SDC continues to increase.

The SDC also heard three Code of Student Conduct cases this year, two of which involved allegations of offences against others in the Dalhousie community. These were challenging cases to hear, but were handled professionally and fairly for all involved. With the possibility of increased reporting of offences against persons at Dalhousie the SDC will be seeking better resources so that it can be increasingly better equipped to handle such cases in the future.

### **Caseload**

The overall caseload (by student) of the Senate Discipline Committee saw an increase in the number of cases from 39 students in 2014-2015 academic year, to 47 students in 2015-2016 academic year, as outlined below.

#### **3. Students with Allegations<sup>1</sup> heard by SDC between July 1, 2015 and June 30, 2016**

Number of Students with Allegations Heard: **47**  
Number of Students with Pending Allegations: **11**  
Number of alleged first time offenders: **10**  
Number of alleged repeat offenders: **37**

#### **4. Cases<sup>2</sup> heard by SDC between July 1, 2015 and June 30, 2016**

Number of Cases Heard: **43**  
Number of Pending Cases: **9**

#### **5. Allegations Received and /or Heard by SDC over last 3 years**

Allegations received in 2013-2014 and heard in 2013-2014: 33  
Allegations received in 2013-2014 pending a hearing as of July 1, 2014: 8  
**Total allegations heard in 2013-2014: 33**  
**Total allegations received in 2013-2014: 41**

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<sup>1</sup> An **allegation** refers to an alleged offence against a specific student, including code of student conduct offences.

<sup>2</sup> A **case** encompasses the entire number of students involved in an alleged offence whose allegations are proceeding before one SDC hearing panel, e.g. a group project involving 4 students would be considered 4 allegations, but **one** case with **one** hearing.

Allegations received in 2014-2015 and heard in 2014-2015: 39  
 Allegations received in 2014-2015 pending a hearing as of July 1, 2015: 11  
**Total allegations heard in 2014-2015: 39**  
**Total allegations received in 2014-2015: 50**

Allegations received in 2015-2016 and heard in 2015-2016: 47  
 Allegations received in 2015-2016 pending a hearing as of July 1, 2016: 11  
**Total allegations heard in 2015-2016: 47**  
**Total allegations received in 2015-2016: 58**

**6. Distribution of Students with Allegations Heard by SDC over last 5 years – By Faculty or Administrative Unit**

The following chart identifies the number of students with allegations attributable to each Faculty or Administrative Department that were heard by the SDC in the applicable academic year. The numbers relate to classes which are part of a specific Faculty and may not be the home Faculty of the instructor or the student.

Faculty or Unit	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Agriculture	0	0	0	1	2
Architecture and Planning	0	0	1	0	1
Arts and Social Sciences	2	7	8	7	11
Computer Science	2	0	2	3	1
Dentistry	0	0	0	0	0
Engineering	6	5	3	3	3
Graduate Studies	1	0	0	1	0
Health Professions	1	4	1	4	4
Law	0	0	1	1	0
Management	6	10	8	7	10
Medicine	0	0	1	0	0
Science	2	1	7	10	8
King's College	4	4	1	1	4
Office of the Vice-President, Student Services (Code of Student Conduct)	1	0	0	1	3
<b>Total</b>	<b>25</b>	<b>31</b>	<b>33</b>	<b>39</b>	<b>47</b>

**7. Number of Students with Allegations Heard by SDC between July 1, 2015 and June 30, 2016 – By Outcome**

Proven: 43  
 Not Proven: 4

**Total: 47**

The standard of proof is the balance of probabilities. When an allegation has been proven, this means that the SDC hearing panel has determined that the alleged academic offence is more likely

than not to have been committed by the student.

**8. Distribution of Students with Allegations Heard by SDC between July 1, 2015 and June 30, 2016 – By Level of Class**

First year	17	Fifth year	1	Thesis	0
Second year	13	Sixth year & higher	0		
Third year	10	Code of Conduct	3		
Fourth year	3	Other (non-credit course)	0		

**General Types of Allegations Heard by SDC between July 1, 2015 and June 30, 2016:**

**a. Plagiarism (excluding unauthorized collaboration)**

Number of students with allegations: 20  
Number of allegations proven: 20  
Number of allegations not proven: 0

**b. Plagiarism/ Engaging with a third party**

Number of students with allegations: 1  
Number of allegations proven: 1  
Number of allegations not proven: 0

**c. Copying**

Number of students with allegations: 9  
Number of allegations proven: 7  
Number of allegations not proven: 2

**d. Cheating on Examination or Test**

Number of students with allegations: 9  
Number of allegations proven: 8  
Number of allegations not proven: 1

**e. Code of Conduct**

Number of students with allegations: 3  
Number of allegations proven: 2  
Number of allegations not proven: 1

**f. Unauthorized Collaboration**

Number of students with allegations: 4  
Number of allegations proven: 4

Number of allegations not proven: 0

**g. Use of unauthorized materials / exam-test**

Number of students with allegations: 1

Number of allegations proven: 1

Number of allegations not proven: 0

**10. Summary of Penalties over the last 5 years**

The following chart identifies the number of students who received a particular penalty in a given year (last five years). Explanations of some of the penalties are provided below.

<b>Penalty</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>
"0" on the assignment/exam	4	12	14	19	21
"F" in the class	5	9	18	3	4
"F" on assignment/exam				2	
Academic Integrity Module		3	5	3	2
Expulsion			1	2	1
Meeting with AIO to discuss Academic Integrity		1			
Notation on transcript	7	7	20	20	29
Other penalty			1		
Reduction of final class grade/capped grade for class	2	3	4	4	3
Reduction of grade for assignment/exam	1	2	2	2	2
Resubmit assignment	1		3	3	
Second midterm worth 15% of final grade		2			
Sessions with a tutor at the Writing Centre		3			2
Submit an additional assignment			1		
Suspension		4	4	2	7
Warning; reprimand only					
Writing Centre requirement		12	24	16	23
Special assignment on integrity		1	2		
Study for Success Workshop		2	2		
Failure of Comprehensive exam, permitted second attempt				1	
Dismissal from program				2	
Grade for exam / assignment capped				3	2
Grade capped for course					2
Sanction of probation					1
No further on-line credits allowed towards degree at Dal					3
Failure in course					13
<b>Number of allegations (total)</b>	<b>25</b>	<b>31</b>	<b>33</b>	<b>39</b>	<b>47</b>
<b>Number of allegations (proven)</b>	<b>25</b>	<b>23</b>	<b>31</b>	<b>36</b>	<b>43</b>

**Notation:**

A notation of Senate disciplinary action for an academic offence can be placed on a student's transcript for up to five years. Commonly, a notation is between six months and one year. A notation of two or more years is generally applied only in the case of a second or subsequent offence, possibly in combination with suspension.

**Writing Workshop requirement:**

If the offence involves incorrect citation or a demonstrable lack of competency in research and writing to required academic standards, the student may be required to attend one of the writing workshops or seminars presented by the Dalhousie Writing Centre at the Killam Library.

**Suspension:**

A student may be suspended for a specified time if the case is egregious and/or involves a repeat offence. Suspensions are most frequently for one term or year, to a maximum of 3 years.

**Expulsion:**

Expulsion is rarely applied, and has occurred on only five occasions since the 2005-2006 academic year. This most recent academic year 2015-16 included one expulsion from the university.

**Other penalty:**

Occasionally it is necessary to tailor penalties to suit the circumstances. For example, a student in the King's Foundation Year Program receives a single grade for the year, so prescribing "F in the class" would be inappropriate. Instead, an overall grade reduction might be prescribed.

**No penalty or a warning:**

A hearing panel may determine that a student has committed an academic offence, but that no penalty or only a warning is appropriate. For example, there may be a number of mitigating factors. However, even when this might occur, the fact that an academic offence has been proven regarding the student will be recorded on the Senate disciplinary case database.

**11. Acknowledgements**

The SDC further wishes to thank Bob Mann and Kara Miller for their support on all aspects of the Committee's activity.

Respectfully submitted,



Susan Holmes  
Chair (2015-2016)