

Honor Council Process



At Luther, academic integrity is protected by students and faculty alike. There are two procedures for dealing with possible violations of academic integrity: The individual review, conducted by faculty members, and the Honor Code review, conducted by the members of the Honor Council.

DETAILS

If you personally witnessed a possible violation of academic integrity, write down exactly what you saw or heard. Include as many details as possible: what happened, where and when it happened, who else was present who might have seen something. You are encouraged to contact the Honor Council, but you can also speak with your course instructor.

ANONYMITY

If you contact the Honor Council anonymously, the Honor Council is not allowed to open a case and can only refer your observations or suspicions to the course instructor. However, every student can choose to have his or her identity protected from anyone outside the Honor Council. Thus, if you have to report someone you know, the Honor Council will not disclose your identity to that student and you will not have to face this student as part of the hearing.

Contact the Honor Council

- Via SPO to "Honor Council"
- Via e-mail to honorcouncil@luther.edu
- By contacting the faculty advisor to the Honor Council (see luther.edu/academicintegrity for more information)

How to avoid academic dishonesty

Many incidents of academic dishonesty occur because students do not know the correct way to do something. In other situations, students simply make a poor decision. Here are some suggestions on how to avoid academic dishonesty:

- ✓ Read the syllabus carefully. Seek clarification from your instructors regarding class policies; whenever expectations about an assignment are unclear, do not rely on other students for information.
- ✓ Don't wait until the night before to begin an assignment. Being rushed for time is not an excuse for cheating or plagiarism.
- ✓ Don't share your assignments with others. If classmates have a question, try to help them... but copying your assignment won't teach them anything and you might be accused of academic dishonesty as well.
- ✓ Keep track of sources and learn how to cite properly.
- ✓ Always assume that you are expected to complete assignments independently unless your instructors indicate otherwise. Clarify what is expected of you when you are working on a group project.

Samples of violations

- Cheating during a test
- Helping others to cheat
- Not reporting someone who cheated
- Signing someone else's name on an attendance sheet
- Using unauthorized materials for an assignment
- Receiving information about a test from someone who already took it earlier
- Copying something from the Internet without acknowledgement
- Summarizing someone else's ideas without revealing the source
- Faking an illness or making false claims in order to take a test at a different time
- Intimidating someone to prevent them from reporting (which is also a violation of the Student Code of Conduct)

What is academic integrity at Luther College?



*Go. Ask. Interact. Discover. Connect.
Relate. Learn. Imagine. **Become.***

LUTHER
COLLEGE



Student-written honor code

Why does academic integrity matter?

A basis of Respect

All academic work is based on the understanding that everyone engaged in academic discourse, in research, and in teaching is truthful, diligent, and respectful of the work of others.

Without this, no academic community can flourish. Academic integrity is the moral code that builds trust between scholars.

Academic integrity not only applies to research and the generating of new knowledge, it applies to all aspects of teaching and learning. Class assignments and tests are tools to help students learn; grades show if and how students achieve learning goals. Therefore, all work for which students receive grades should result from the student's own effort and understanding.

WE, THE MEMBERS OF THE STUDENT BODY OF LUTHER COLLEGE, believe that one of the basic functions of an institution dedicated to the Christian faith and engaged in higher education is the development of academic integrity and responsibility.

—Preamble to the Luther College Honor Code

Keep in mind:

- After you report the case, you should not talk about it with anyone outside the Honor Council, including the course instructor.
- Reports to the Honor Council cannot be retracted.
- The person you accused or his/her friends should not talk with you about the case before or after the case has been discussed by the Honor Code Review Board. Please report immediately to the Honor Council if you have been approached by anyone wanting to talk about the case with you.

Academic integrity is at the heart of a community of faith and learning. At Luther, students and faculty work together to insure that all academic work is based on the principles of honesty, truthfulness, and fairness.

Because of this, students at Luther College first adopted an honor code in 1962 and have affirmed its importance for the academic life at Luther ever since. It is every student's responsibility to observe the college's Honor Code by not violating academic integrity, and to protect the Honor Code by reporting any possible cases of violation.

Students elect the Honor Council, which not only promotes academic integrity on campus, but also investigates possible Honor Code violations. Faculty members support the work of the Honor Council by reporting possible violations. They also protect academic integrity in their courses by educating students about academic integrity and sanctioning violations.

FAIRNESS

Academic integrity is a matter of fairness. Every time a violation goes unreported, students who took the easy way out are rewarded for their behavior.

CHANGED EXPECTATIONS

Although not every test is graded on a curve and cheating might not directly affect your grade, a dishonest student indirectly influences the expectations of a teacher for future tests, which might make it more difficult for you and future students to be evaluated fairly.

VALUE OF YOUR DEGREE

Dishonest students might also devalue the grade and degree you earn because they do not have the same skills and knowledge that you have, but can claim the same credentials. Caring for academic integrity, therefore, is caring for the integrity and the value of the grades and the degree you rightfully earn.

MORAL INTEGRITY

Cheating, as well as ignoring the dishonest student's behavior, creates bad habits and fosters a culture of looking the other way. If cheaters always get away with it and even are rewarded for their fraudulent behavior, they will come to a point where they no longer think about what they are doing. This reaches far beyond your time in college and could be a problem for you if this person is your lawyer, your accountant, or the CEO of the company in which you are invested.



Resources for academic success:

These resources, combined with good common sense, prevent academic dishonesty.

The Student Academic Support Center (SASC) offers free tutoring in almost every subject. The SASC office can be found in the basement of Preus Library and the tutoring request forms can be found online.

The Norse Writing Center is on the main floor of Preus Library and offers free help sessions to improve writing and citation skills.