

THE UNIVERSITY OF TENNESSEE AT CHATTANOOGA

TITLE: EMPLOYEE ACADEMIC MISCONDUCT INVOLVING STUDENTS

SECTION 1. PURPOSE

This policy specifically prohibits misconduct by University employees relating to student academic matters.

SECTION 2. SCOPE AND APPLICATION

This policy applies to: (1) all faculty and staff, whether full-time or part-time, and whether regular or temporary; (2) student-employees; and (3) individuals classified as "friends of the University" under System HR Policy HR0105. All faculty, staff, student-employees, and friends of the University described in this Section 2 are considered "employees" for purposes of this policy.

For purposes of this policy, the term "student", including when used in the term "student-athlete", means a person admitted, enrolled, or registered to study at the University, either full-time or part-time, pursuing undergraduate, graduate, or professional studies, as well as non-degree students. Prospective students of the University and persons not officially registered or enrolled for a particular term but who are eligible to enroll or have applied for admission to the University also are considered "students" for purposes of this policy.

SECTION 3. ACADEMIC MISCONDUCT RELATING TO A STUDENT

Employees are prohibited from engaging in any misconduct described in this Section 3, with or without the knowledge of the student.

A. Academic Fraud Relating to a Student

Employees are prohibited from engaging in the following conduct:

- (1) Knowing involvement in authorizing or arranging for fraudulent academic credit or false transcripts for a student.
- (2) Providing incomplete or inaccurate information to the University's admissions office, the NCAA, or any other organization of which the University is a member regarding the academic record of a student (e.g., schools attended, completion of coursework, grades and test scores).
- (3) Engaging in fraud or misconduct in connection with the entrance or placement examinations of a student.
- (4) Falsifying or impermissibly altering, or authorizing, enabling, or assisting with the falsification or impermissible alteration of, transcript or academic record of a student.

- (5) Authorizing, enabling, or assisting in any fraudulent act that results in the false certification or confirmation of any portion of the academic record, including, but not limited to, the above examples, of a student.
- (6) Knowing submittal of erroneous material information to the NCAA's Academic Performance Program.

B. Authorizing, Enabling, or Assisting Student Violations of the Honor Code

Employees are prohibited from authorizing, enabling, or assisting a student to engage in any conduct that constitutes a violation of the University's Honor Code by a student. The following are a few examples (not all inclusive) of specifically prohibited conduct:

- (1) Authorizing, enabling, or assisting a student to cheat or otherwise gain an unfair or fraudulent advantage on an exam or graded assignment.
- (2) Authorizing, enabling, or assisting a student to incorporate words or ideas of another author in a research paper without giving proper credit to their source (i.e., to plagiarize).
- (3) Authorizing, enabling, or assisting a student to receive, or providing a student, unauthorized assistance during an examination or in preparing a graded assignment.
- (4) Authorizing, enabling, or assisting a student to engage in any act of academic dishonesty, including, but not limited to, the above examples.

C. Impermissible Academic Assistance to a Student

Employees are prohibited from providing academic assistance to a student that is not generally available to other students and not otherwise permitted by University policies or, in the case of student-athletes, NCAA rules.

With respect to academic assistance provided to student-athletes, examples of prohibited academic assistance include, without limitation:

- (1) Substantial academic assistance that is not generally available to University students who are not student-athletes and is not otherwise expressly authorized in NCAA Bylaw 16.3, which results in the certification of a student-athlete's eligibility to participate in intercollegiate athletics, receive financial aid, or earn an Academic Progress Rate point; or
- (2) An academic exception that results in a grade change, academic credit or fulfillment of a graduation requirement when such an exception is not generally available to University students who are not student-athletes and the exception results in the certification of a student-athlete's eligibility to participate in intercollegiate athletics, receive financial aid, or earn an Academic Progress Rate point.

SECTION 5. DISCIPLINE

Employees who engage in any conduct prohibited by this policy may be subject to disciplinary action, up to and including, termination of employment.

SECTION 6. HISTORY AND REVIEW

A. Version

This is the first version of this policy.

B. Periodic Review

This policy is effective April 26, 2017. This policy shall be reviewed on or before April 26, 2022.

Authorization

REVIEWED BY:

Yousef Hamadeh
Office of the General Counsel

4/27/17
Date

T. W. R. R.
Policy Review Committee Chair

4/29/17
Date

REVIEWED AND APPROVED BY:

Steven R. Angle
Chancellor

4-27-17
Date