

**UND Music Department Academic Dishonesty Policy**  
**(Passed 13-2 in favor, April 24, 2012)**

Acts of academic dishonesty in Music (MUSC) or Fine Arts (FA) courses are handled in the following manner.

1. Academic Dishonesty is defined as the acts described in the UND Code of Student Life (2011-12), Section IIIa-3 (see below), augmented with unique circumstances arising in the discipline of Music, as in 2, below.
2. Academic Dishonesty includes certain acts uniquely related to musical activities. These include, but are not limited to:
  - a. checking in as present for a concert in which the student is to perform, then leaving without performing,
  - b. falsifying attendance at a concert or other event required by Music Department policy,
  - c. submitting the recording of another's performance as one's own,
  - d. claiming credit for another's composition or arrangement as one's own,
  - e. other similar acts.
3. Determination of whether such musical academic dishonesty described in 2, above, is minimal or significant rests with the instructor, with consequences as in 4 & 5, below.
4. All acts of academic dishonesty will be recorded and reported to the Music Department chair. Any such act beyond a first, minimally significant offense will also be reported to the Dean of Students.
  - a. A first instance of academic dishonesty that is minimal as defined above may be handled by the instructor as (s)he sees fit, including without penalty, but must, in any case, be recorded and reported to the Music Department chair, with the annotation that this is a first, minimal offense, committed, in the instructor's opinion, through ignorance or oversight, and the student has been so informed.
  - b. A more significant or clearly premeditated first offense of academic dishonesty (for example, significant plagiarism, wholesale copying, collusion, or cheating on a test) will result in failure at least on the unit of work in question, as well as report to the authorities above, with the annotation that the instructor regards this as a significant offense.
  - c. Any subsequent offense of academic dishonesty will result in failure in the course, as well as reporting as above, with the annotation that this is a repeat offense.
5. All acts of academic dishonesty reported will be noted in the student's Music Department file, with the annotations described above.
6. Insofar as the Music Department is aware, if a student participates in an act of academic dishonesty for the first time in a MUSC or FA course, but has a recorded offense in another department (or vice versa), then the student is considered to have a subsequent recorded offense, not a first recorded offense. For the most part, however, for logistical reasons, enforcement of cross-disciplinary academic dishonesty is the purview of the Dean of Students.
7. Any deviation from this policy must be approved by the Music Department Chair.

## **UND Code of Student Life (2011-12) – Section IIIa-3 – ACADEMIC DISHONESTY**

IIIa-3. Academic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion. Cases of dishonesty may be treated as an academic matter or as a disciplinary matter at the discretion of the instructor. The instructor may reflect the incident of dishonesty through the assignment of the student's grade in the course. If the student has a grievance related to this action, that grievance would be directed to the college or school in which the course is housed. The grievance is processed according to the rules of the college or school and as outlined in IIIa-2 of the Code. Alternatively, the instructor may refer the case as a disciplinary matter to the Dean of Students. The Dean of Students may further refer the case to the Student Relations Committee for action under Section 2 and Appendix VII of the Code.

A. Cheating on a test includes, but is not restricted to:

1. Copying from another student's test.
2. Possessing or using material during a test not authorized by the person giving the test.
3. Collaborating with or seeking aid from another student during a test without permission from the instructor.
4. Knowingly using, buying, selling, stealing, transporting, or soliciting in whole or in part the contents of an unadministered test.
5. Substituting for another student or permitting another student to substitute for oneself to take a test.
6. Bribing another person to obtain an unadministered test or information about an unadministered test.

B. Plagiarism means the appropriation, buying, receiving as a gift, or obtaining by any means another person's work and the unacknowledged submission or incorporation of it in one's own work.

C. Collusion means the unauthorized collaboration with another person in preparing any academic work offered for credit.