

2.E - The institution ensures that faculty, students, and staff acquire, discover, and apply knowledge responsibly.

Assurance Evidence

1. The institution provides effective oversight and support services to ensure the integrity of research and scholarly practice conducted by its faculty, staff, and students.

CSU has a long-standing reputation for ethical conduct of research in all areas and takes pride in the quality and quantity of research performed on its campuses. The Research Integrity and Compliance Review Office (RICRO) provides assistance to researchers, staff, and the faculty oversight committees in maintaining an ethical environment for activities in the following research and teaching areas:

- Protection of animal subjects - Institutional Animal Care and Use Committee (IACUC).
- Protection of human participants - Institutional Review Board (IRB).
- Responsible use of biohazardous agents and rDNA - Institutional Biosafety Committee (IBC).

CSU is committed to upholding the highest standards of ethical conduct in research through oversight and review of potential cases of research misconduct and extensive training programs on Responsible Conduct in Research (RCR). Graduate students, postdoctoral fellows and undergraduate students engaged in research, within the scope of the above-mentioned research review committees, are required to receive formal training in nine core areas: (1) ethics and social responsibility in research, (2) conflict of interest, (3) the use of animal/human subjects and safe laboratory practices, (4) mentor/mentee responsibilities, (5) collaborative research, (6) data acquisition, management, sharing and ownership, (7) research misconduct, (8) responsible authorship, publication and peer review, and (9) financial management and responsibilities. The training content is designed to be appropriate for the educational and responsibility level of the trainee and the discipline.

All trainees engaged in research and scholarly inquiry, within the scope of the above-mentioned research review committees at the undergraduate, graduate, or postdoctoral level, are required to take the CSU online RCR Training Course. In addition, face-to-face training is strongly encouraged and may be required for trainees as part of their formal or informal training experience. CSU has a variety of mechanisms for providing such training, including formal courses such as GRAD 544 (Ethical Conduct of Research) and Department of Philosophy courses (such as PL 666), undergraduate research program-specific RCR courses/workshops (such as a National Science Foundation Research Experiences for Undergraduates RCR course or an Office of Undergraduate Research and Artistry RCR program), departmental/college RCR courses approved by the Provost to meet these requirements, and individualized mentoring from the trainee's faculty advisor or other designated member of a department/program.

The Drug Review Committee (DRC) was transitioned from RICRO to Environmental Health Services (EHS) in early 2011. The DRC was no longer required because principal investigators are already receiving approval from IACUC, the IBC, IRB or another review committee, or the controlled substances are being used by licensed veterinarians or physicians. In place of formal review of protocols, an informational database is maintained by EHS.

CSU subscribes to iThenticate®, the anti-plagiarism software that is currently used by NSF, which claims to be the "world's largest comparison of scholarly and professional content." This software is a tool available for CSU faculty, through the Libraries, to check their own draft proposals and manuscripts prior to submission, as a means to guard themselves against potential future claims of plagiarism or self-plagiarism.

Promoting the responsible conduct of research and scholarly activity is the responsibility of all members of the campus community. At CSU, training in this area is overseen by the Office of the Provost, and compliance with federal regulations regarding ethics training is overseen by the Office of the Vice President for Research.

As part of its efforts to maintain the integrity of research and scholarly activity, the institution has policies requiring disclosure of potential conflict of commitment and interest (Academic

Faculty and Administrative Professional Manual, Section D.7.6). As a part of the annual faculty and administrative professional evaluations, The Annual Role and Responsibility Survey and consequent Conflict of Interest/Conflict of Commitment assessment are completed. Special requirements applicable to conflicts of interest for principal investigators in Public Health Service-funded programs are also in place as required by recently-adopted regulations.

2. Students are offered guidance in the ethical use of information resources.

CSU expects students to maintain standards of personal integrity that are in harmony with the educational goals of the institution and to assume responsibility for their actions; to observe national, state, and local laws and University regulations; and to respect the rights, privileges, and property of other people.

The All-University Core Curriculum requires 3 credits of intermediate writing (fulfilled by CO 150 College Composition) and 3 credits of advanced writing (fulfilled by various upper level options). As part of the learning objectives of each of these courses, the issues of academic integrity and plagiarism avoidance are emphasized.

The Learning and Teaching Institute (TILT) contributes to the ongoing University-wide effort to cultivate a culture of academic integrity through its Academic Integrity Program. Its director works closely with faculty, staff, organizations and partners campus-wide on a variety of projects related to academic integrity. These projects include Academic Integrity Week, held each fall, workshops for students and faculty, individual consultation with students and faculty, and the development of print and Web-based resources supporting academic integrity. The program director, working in collaboration with other members of the campus community, also conducts assessment of campus behaviors and attitudes about academic integrity.

SafeAssign (a plagiarism detection application) is available to all instructors through the Blackboard course management system. SafeAssign can be set up by instructors so students can submit drafts of their papers for review and correct errors before submitting the final copy. In this way, it contributes to student learning and prevention of plagiarism. The effectiveness of plagiarism-detection programs has been the subject of much debate on campus, and they are inconsistently used. Generally, these programs are not used in composition courses because the nature of the assignments typically makes it more difficult to plagiarize (and easier to detect when it happens). However, instructors often use them if they suspect a problem and need to assemble evidence of academic misconduct. Plagiarism seems to take place most often under curricular conditions that allow it and less frequently in courses that design assignments appropriately to limit it. Recently, more effort has been placed on helping instructors learn how to avoid setting up opportunities in courses for plagiarism and how to teach the importance of academic integrity, rather than trying to catch each offender. Instructors in some disciplines may regularly use other software to detect plagiarism, such as Computer Science's use of a Measure Of Software Similarity (MOSS), a free program developed at Stanford to detect plagiarism in computer code assignments.

3. The institution has and enforces policies on academic honesty and integrity.

Institutional policies on academic integrity are published in the *General Catalog* (Academic Integrity – Section 1.6 pages 7-11) and enforced through the *Student Conduct Code*.

To encourage compliance with the academic integrity policy, in 2011 a student honor pledge was adopted. The idea of promoting an honor pledge as a way to encourage student academic integrity started with the Associated Students of CSU (ASCSU) in 2006. A bill supporting an honor pledge was passed by ASCSU in 2010 and adopted by Faculty Council on May 3, 2011. The policy was subsequently approved by the Board on June 20, 2011, and can be found in Section I.5 of the *Academic Faculty and Administrative Professional Manual*.

The office of Conflict Resolution and Student Conduct Services (CRSCS) is responsible for hearing cases of alleged violations of the academic integrity policies that cannot be resolved between the instructor and student. Additional details and evaluations of the operations of CRSCS are provided in section b of Federal Compliance. Examples of their activities in FY11 include the following:














- CRSCS successfully implemented the first Academic Integrity Day as part of National

Character Counts Week. 225 students were engaged in workshops that explored the tenants of academic integrity.

- CRSCS provided 81 outreach programs and presentations throughout campus, serving 3,571 participants.
- CRSCS received 174 conflict resolution cases resulting in 438 collateral contacts with students, staff, faculty, and community members.
- 100 percent of the participants who participated in restorative justice sessions agreed that the discussion helped to repair the harms caused by the incident.

Under Goal 5: Undergraduate Curricula and Advising of the *Strategic Plan*, the University's commitment to guiding students in ethical uses of information is specifically noted in Strategy 5.1: Information literacy, including ethical uses of information, to be incorporated across the curriculum.

Sources

-  1. 6 - Policies and Guiding Principles (Page 7)
-  Academic Faculty and Administrative Professional Manual 2011-12 (Page 146)
-  Academic Faculty and Administrative Professional Manual 2011-12 (Page 68)
-  Academic Integrity Program
-  Annual Role and Responsibility Survey
-  Annual Role and Responsibility Survey PHS 2013
-  Conflict Resolution and Student Conduct Services
-  Encouraging Academic Integrity
-  iThenticate
-  Research and Scholarly Ethics
-  Research Integrity & Compliance Review Office
-  Research Misconduct Administrative Procedures
-  Strategic Plan 2012 (Page 9)