Academic and Scientific Misconduct Policy

Section 1 - Introduction

(1) Academic integrity is an essential component of scholarly activity. Such activity involves researching, understanding and building upon the work of others and requires that credit be given to others where it is due, and that the contributions of others be acknowledged. The University expects a high level of professional conduct from staff and students. Plagiarism, collusion and related forms of cheating, academic dishonesty and fraud are neither acceptable nor permitted.

(2) The University will implement controls for the prevention and detection of plagiarism, collusion and related forms of cheating, academic dishonesty and fraud. The University will also take steps to ensure that staff and students know of their obligations in relation to these.

Section 2 - Statement of Authority

(3) The authority behind this policy is the Charles Darwin University Act 2003 part 3, section 15.

Section 3 - Compliance

(4) This is a compliance requirement under the:

a. Higher Education Standards Framework (Threshold Standards) 2015;
b. Standards for Registered Training Organisations (RTOs) 2015; and
c. National Code of Practice for Providers of Education and Training to Overseas Students 2018.

Section 4 - Intent

(5) This policy is intended to provide the framework for management, including prevention, detection and dealing with, plagiarism, collusion and related forms of cheating, academic dishonesty and fraud at the University.

Section 5 - Relevant Definitions

(6) In the context of this document:

a. Collusion means another person assisting in the production of an assessment submission or body of work without the express requirement, or consent or knowledge of the assessor;
b. Governance document means a formally approved document that outlines non-discretionary governing principles and intentions, in order to guide University practice. Governance documents are formal statements of intent that mandate principles or standards that apply to the University's governance or operations or to the practice and conduct of its staff members and students they include the Charles Darwin University Act 2003, by-laws, policies, procedures, guidelines, rules, codes and the Enterprise Agreement;

c. Plagiarism means the presentation of the work of another without acknowledgement;
d. Senior Executive means a staff member of the University holding the position of Vice-Chancellor, Provost, Deputy Vice-Chancellor, Pro Vice-Chancellor or Chief Financial Officer or equivalent;
e. Senior Manager means a staff member of the University holding the position of Director or Head of School or equivalent; and
f. Staff member means anyone employed by the University and includes all continuing, fixed-term, casual, adjunct or honorary staff or those holding University offices or who are a member of a University committee.

Section 6 - Policy

Plagiarism

(7) Staff and students may use information and ideas expressed by others, but this use must be identified by appropriate referencing. Material that is subject to plagiarism includes, but is not necessarily limited to:

a. written work, such as essays, books, reports, theses, journal articles and computer programs, whether published or unpublished;
b. research material such as data, results or conclusions; and
c. non word-based material such as musical scores, mathematical formulae, audio-visual material, art, and industrial plans (in short, any product of another person's mental labour).

(8) The medium in which the work is presented does not affect the issue of whether plagiarism occurs. Any material copied and used as one's own (whether from the written word, audio, video or electronic media such as the internet) is covered under this policy.

(9) This policy will be implemented in a way that ensures:

a. compliance with relevant legislative requirements and prevailing community standards of best practice;
b. compliance with the University Quality Policy;
c. the investigation process is fair to both the person suspected of plagiarism, collusion and related forms of cheating, academic dishonesty and fraud, and the person or people who suspect this has occurred;
d. the academic standards of the University are upheld; and
e. there is adequate training and available information, especially in areas that make plagiarism and collusion less likely to occur.

(10) Charles Darwin University is committed to:

a. reviewing and clearly documenting procedures and guidelines that relate to plagiarism, collusion and related forms of cheating, academic dishonesty and fraud;
b. compliance with relevant legislation, policies and procedures with regard to ethical academic practices;
c. identifying competency needs and providing appropriate training and professional development of staff to meet those needs; and
d. investigating and reporting on the status of controls and findings within the University in accordance with the University's Fraud and Corruption Control Policy.

(11) The Pro Vice-Chancellor, Education and Student Success is responsible:

a. for developing, reviewing and implementing governance documents that specify the University's requirements on matters specifically relating to plagiarism, collusion and related forms of cheating, academic dishonesty and

fraud in learning and teaching; and

b. for monitoring that such activities are carried out, as appropriate, in compliance with relevant University governing documents.

(12) The Deputy Vice-Chancellor, Research and Research Training is responsible:

a. for developing, reviewing and implementing governance documents that specify the University's requirements on matters specifically relating to plagiarism, collusion and related forms of cheating and academic dishonesty and fraud in research and research training; and
b. for monitoring that such activities are carried out, as appropriate, in compliance with relevant University governance documents.

(13) The Senior Managers are responsible for implementing the Academic and Scientific Misconduct Policy within their School or business unit, and ensuring that staff and students are made aware of their compliance responsibilities.

Status and Details

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Effective Date	15th January 2022
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Approval Authority	Academic Board
Approval Date	13th December 2021
Expiry Date	27th May 2022
Responsible Executive	Steve Rogers Deputy Vice-Chancellor Research and Community Connection +61 8 89466890
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