
Research Misconduct Policy

Policy/Document Approval Body:	Academic Board
Date Created:	9 May 2019
Policy Custodian:	Dean of Engineering
Policy Contact:	Deputy Dean
File Location:	W:\Data - ALL.Standard\Policies and Procedures\EIT Policies and Procedures
Location on EIT website:	http://www.eit.edu.au/organisation-policies
Review Period:	Three years from commencement
Revision No:	1
Date of Revision:	
Date Approved:	15 November 2020
Date Commenced:	7 December 2020

1.0 Purpose

The purpose of this policy is to set out EIT's position on research integrity and honesty and the consequences resulting from failing to adhere to these expectations.

2.0 Scope

This policy applies to all students, research collaborators and staff of EIT engaged in research activities:

- Students undertaking the research component of their higher degrees
- Staff undertaking research/scholarly activities
- Research collaborators undertaking research activities

Academic misconduct that arises from completing the coursework component of EIT degrees will be addressed by EIT's Academic Honesty and Misconduct Policy.

3.0 Objectives

Research honesty and integrity is an integral part of the core values and principles contained in EIT's Academic Freedom and Code of Ethics Policy. Its fundamental principle is that all staff and students act with integrity in the creation, development, application and use of ideas and information.

EIT regards academic honesty as the foundation of teaching, learning, research and scholarship. It requires its academic staff and students to observe the highest ethical and professional standards in all aspects of academic and research work. EIT demonstrates its commitment to these values by awarding due credit for honestly conducted scholarly work, research work and by penalising academic dishonesty and all forms of academic misconduct.

EIT expects that:

- all academic and research work claimed as original is the work of the author making the claim
- all academic and research collaboration is acknowledged academic work and is not falsified in any way (such as when the ideas of others are used, and that these ideas are acknowledged appropriately).
- all academic and professional staff involved in learning, teaching and research are expected to display leadership in this area.

One of EIT's objectives is to produce ethically and socially aware staff and graduates, capable of applying the skills and knowledge they have developed at EIT to all aspects of their lives, as well as to their academic and research work. Academic dishonesty undermines the integrity of EIT's academic awards, research quality and assessment processes, and damages EIT's reputation. It also reduces the effectiveness of a student's or staff time at EIT. One of the challenges that needs to be dealt with is that EIT students are both online and on-campus, and are sourced from over 150 countries where cultural norms may differ significantly from that of Australia.

4.0 Implementation

EIT regards research misconduct as a serious offence. Research misconduct constitutes wilful or deliberate actions displayed by student or staff that is inconsistent with EIT's core values, actions which may impact on EIT's reputation, integrity and academic standards.

Research misconduct includes but is not limited to:

- plagiarism and cheating in research publications, thesis documents or other materials related to an EIT higher education courses
- misappropriation of intellectual property and confidentiality without due acknowledgement
- using ghost written materials written by another person and presenting it as their own
- breaching occupational health and safety requirements knowingly while undertaking research activities
- working without ethical clearance where it's needed
- falsifying or fabricating data, unauthorised use of data or obtaining data illegally or without the permission of the owner
- failure to declare conflict of interest
- wilful collusion or facilitation of research misconduct by others

Any established instance of research misconduct will result in the determination of a penalty in consultation with all relevant academic research and administrative staff.

4.1 Levels and Penalties for Research Misconduct

Severities of research misconduct are determined based on a number of factors that determine the seriousness of the research misconduct. These factors are:

- The type of misconduct
- Whether the misconduct was intentional or unintentional
- The knowledge and experience of the offender
- Whether the misconduct has occurred before

4.1.2 Penalties

Penalties should take into account the severity of research misconduct and the contributing factors. In particular the penalty must be fair, consistent and just for the behaviour.

The decision-makers for research misconduct are:

- Low severity – Associate or Assistant Supervisor
- Medium severity – Principal Supervisor
- High severity – Deputy Dean and/or Dean

The available penalties may include one or more of the following:

1. A written warning
2. A written advice to re-submit thesis for further examination
3. The award of a failing grade
4. Other penalty authorised by the Dean/Academic board
5. Withdrawal of the publication containing plagiarised material
6. Undertaking mandatory training or other counseling
7. Suspension of ethics/safety clearances
8. Exclusion from the course with the option to re-enroll at a future date.
9. Withdrawal of an awarded qualification
10. Suspension or termination of candidature/enrolment at EIT

4.2 Process of identifying and recording research misconduct

1. The Assistant and/or Associate Supervisor are responsible for resolving low severity misconducts.
2. The Deputy Dean is responsible for investigating, managing and resolving cases of severe misconduct by research students or staff. In cases where a perceived or actual conflict of interest exists between the parties and the Deputy Dean, the matter shall be referred to the Dean and/or the Academic Board.
3. The process should be handled in accordance with EIT's Academic Honesty and Misconduct Policy

4.3 Appeals

A student or a staff member who has been judged to have committed an act of misconduct can appeal the penalty decision in the following ways:

1. A written appeal to the Research Supervisor or Deputy Dean dependent on the severity of the academic misconduct.
2. If the first option fails, then an appeal in writing to the Dean and/or Academic Board, who will make a decision; or to the Governance Board if the Academic Board made the initial decision.
3. If a student or a staff member is still unhappy with the decision, they make appeal to an external party:
 - a. A Mediator service which EIT subscribes to (Resolution Institute) for both local and internationally based students and staff.

5.0 Definitions:

Academic Integrity: Demonstrating the values of honesty, trust, fairness, respect and responsibility in all academic endeavours, including preparing and presenting work for assessment as part of coursework or research.

Academic misconduct: means conduct by which a student seeks to gain for themselves or another person an unfair or unjustified academic advantage in a course or unit of study and includes, cheating, collusion and plagiarism. It may be intentional or reckless.

Cheat/Cheating: means to seek to obtain an unfair advantage in an examination or written, oral or practical work required to be submitted or completed for assessment in a course or unit of study and includes the resubmission of work that has already been assessed in another unit.

Plagiarism: Using another person's ideas, designs, words or works without appropriate acknowledgement.

Turnitin: An electronic text matching system that compares text in a student assignment against electronic text found in the publicly accessible Internet, published works, commercial databases, and student assignments.

Ghost Writing: Ghost writing is the presenting of another individuals work or assignment, as the students own. Ghost writing exists when someone has made minor (e.g.: a paragraph) to substantial contributions to writing and this role is not mentioned. *(Modified from ECU: Centre for Learning & Teaching)*

7.0 Related policies and procedures

The following policies and procedures are related to this policy:

- Academic Freedom and Code of Ethics Policy (DS)
- Academic Misconduct Detection Policy (HE)
- Academic Honesty and Misconduct Policy (DS)
- Student Code of Conduct (DS)
- Student Complaints, Grievances and Appeals Policy (HE & VET versions)
- Student Complaints, Grievances and Appeals Procedure (HE & VET versions)

8.0 Accountabilities

The Academic Board is responsible for review and approval of this policy.

The policy is to be implemented via induction and training of staff and distribution to students and EIT's community via the website and other publications.

Acknowledgement is accorded to the University of Western Australia in the development of the levels and penalties of student academic misconduct in this policy.