# GEORGE MASON UNIVERSITY AGENDA FOR THE FACULTY SENATE MEETING April 24, 2024 3:00-4:15 p.m.

https://gmu.zoom.us/j/91208271756?pwd=dGdOV1A1clZaRVVWUHp4YzNBQWZjZz09\*

- I. Call to Order
- II. Approval of the Minutes April 3, 2024
- III. Opening Remarks
- IV. Special Orders- Election of the Faculty Senate President 2024-2025
- V. Committee Reports

## A. Senate Standing Committees

- 1. Executive Committee
  - 2. Academic Policies
    - Revisions to AP.4.3 Graduation
  - 3. Budget and Resources
  - 4. Faculty Matters
  - 5. Nominations
    - Mason Core Committee Nominations
  - 6.Organization and Operations Academic Standards Committee Proposed Charge

## B. Other Committees/Faculty Representatives

- i. <u>Academic Standards Proposal</u>\*
- ii. Faculty Handbook Revisions Committee\*
- iii. Committee annual reports

#### VI. New Business

#### VII. <u>Announcements</u>

- A. Interim Provost Walsh Committee for Supporting Faculty
- B. EVP Dickenson
- C. Patriot Packout- Benjamin Auger
- D. <u>Broadway at the Movies</u>- Lisa Billingham

#### VIII. Remarks for the Good of the General Faculty

IX. Adjournment

\* Note: For security purposes, all attendees must login using any valid Zoom account to join the meeting. Having trouble joining the meeting with the link above?

- 1. If using GMU Zoom Account (required for all Faculty Senators)
  - a. Go to <u>https://gmu.zoom.us</u>
  - b. Click on [Sign into Your Account]
  - c. Use GMU login credentials to login. (May require 2FA authentication)
  - d. Once logged in click on "JOIN A MEETING"
  - e. Click on Zoom link on page 1 of agenda
- 2. Joining Senate Meeting using an account other than GMU Zoom Account
  - a. Go to <u>https://zoom.us</u>
  - b. Click on [SIGN IN]
  - c. Use credentials for your existing zoom account
  - d. Once logged in click on "JOIN A MEETING"
  - e. Click on Zoom link on page 1 of agenda

#### **ACADEMIC POLICIES**

#### **Revisions to AP.4.3 Graduation**

The university commencement activity offerings have evolved over the past several years, resulting in inaccurate information in AP.4.3. In order to remedy the errors, the following changes are presented for consideration.

#### **Current Language:**

#### **AP.4.3 Graduation**

Graduation ceremonies provide opportunities for students and their families to share in the conferral of academic degrees. Students who wish to participate should check <u>GMU Events</u> for current information about all graduation details including tickets, regalia, and schedules. Note: there is one formal commencement ceremony per year, in May, that includes all schools and colleges; students are recognized in groups, by their degrees. Each college holds a separate convocation where individual student names are called. Bachelor's and master's degree candidates who declare their intent to graduate in August but who have not yet completed all degree requirements may participate in the graduation ceremonies in anticipation of degree completion. Their names are marked with an asterisk identifying them as candidates pending completed all degree requirements, including defending and submitting a signed, final copy of their dissertation by the deadline. A Winter Graduation ceremony is held for August and December graduates where each student is individually recognized.

#### **Proposed Language:**

#### **AP.4.3 Graduation**

Graduation ceremonies provide opportunities for students and their families to celebrate an important academic milestone. There is no graduation ceremony in summer. Bachelor's and master's degree candidates who declare their intent to graduate in August but who have not yet completed all degree requirements may participate in the spring graduation ceremonies in anticipation of degree completion. Doctoral candidates who apply for graduation in August are not eligible to participate in the spring ceremony. Doctoral students may participate in the spring ceremony only if they have successfully completed all degree requirements, including defending and submitting a signed, final copy of their dissertation by the deadline.

Note: Students who wish to participate should check <u>GMU Events</u> for current information about all graduation details including tickets, regalia, and schedules.

#### Track Changes View:

AP.4.3 Graduation

Graduation ceremonies provide opportunities for students and their families to celebrate an important academic milestone. There is no graduation ceremony in summer. Bachelor's and master's degree candidates who declare their intent to graduate in August but who have not yet completed all degree requirements may participate in the spring graduation ceremonies in anticipation of degree completion. Doctoral candidates who apply for graduation in August are not eligible to participate in the spring ceremony. Doctoral students may participate in the spring ceremony only if they have successfully completed all degree requirements, including defending and submitting a signed, final copy of their dissertation by the deadline.

Note: Students who wish to participate should check GMU Events for current information about all graduation details including tickets, regalia, and schedules.

Doug McKenna Deleted: share in the conferral of academic degrees

#### Doug McKenna

Moved down [1]: Students who wish to participate should check <u>GMU Events</u> for current information about all graduation details including tickets, regalia, and schedules. 4

Doug McKenna Deleted: Note: there is one formal commencement ceremony per year, in May, that includes all schools and colleges; students are recognized in groups, by their degrees. Each college holds a separate convocation where individual student names are called.

#### Doug McKenna

Deleted: Their names are marked with an asterisk identifying them as candidates pending completion of all requirements

#### Doug McKenna

**Deleted:** A Winter Graduation ceremony is held for August and December graduates where each student is individually recognized.

Doug McKenna Moved (insertion) [1] Unknown Field Code Changed

#### ->

#### NOMINATIONS

#### Nominees for the Mason Core Committee:

- Abena Aidoo (CEHD) •
- Courtney Wooten (CHSS) •
- Ana Stoehr (CPH) •
- William Lake (CVPA)

## **ORGANIZATIONS AND OPERATIONS**

## ACADEMIC STANDARDS COMMITTEE PROPOSED CHARGE

# Justification:

This function is currently being undertaken by an advisory board selected and staffed by the Provost's Office. Moving the group to be a University Standing Committee with more formal membership will assist in having a comprehensive representation from academic units as well as ensure a comprehensive approach to cultivating an institutional culture committed to academic integrity at Mason.

**Charge:** The Academic Standards Committee is charged with reviewing the policies and procedures utilized to maintain its academic standards, and to collaborate with Office of Academic Integrity and other relevant institutional groups to make revisions as appropriate. The committee will provide recommendations for educational information/efforts about academic standards for students and faculty, with particular attention given to education for students of differing cultural backgrounds. Finally, they will review historical case data and gauge faculty and student understanding of and thoughts about the Academic Standards case resolution processes to inform efforts listed above.

# **Proposed Composition:**

- Six members of the faculty
  - at least one of whom is a Faculty Senator
  - from at least four different colleges or schools
- Two representatives from the Provost's Office
- One student government representative
- One GAPSA representative

#### ACADEMIC STANDARDS PROPOSAL

#### Moving from the Honor Code to Academic Standards

## Current Academic Integrity Mission Statement:

The mission of the Office of Academic Integrity is to unite Mason under a joint resolution to uphold our values, to promote ethical behavior and to represent Mason as a place where integrity matters. This mission is rooted in a commitment to create an environment at Mason that is innovative, diverse, entrepreneurial, and accessible, circumventing accidental or intentional violations of the Honor code.

## Proposed Academic Standards Mission Statement:

Academic Standards works to promote authentic scholarship, support the institution's goal of maintaining high standards of academic excellence, and encourage continued ethical behavior of faculty and students in order to cultivate an educational community which values integrity and produces graduates who carry this commitment.

#### Signing Statement

In addition to changing the Honor Statement language, we would also adjust the statement we ask students to sign affirming their adherence.

#### Current:

#### Honor Code Statement:

To promote a stronger sense of mutual responsibility, respect, trust, and fairness among all members of the George Mason University Community and with the desire for greater academic and personal achievement, we, the student members of the university community, have set forth this Honor Code: Student Members of the George Mason University community pledge not to cheat, plagiarize, steal, or lie in matters related to academic work.

#### Proposed:

#### Academic Standards:

The George Mason University Community is committed to upholding our institution's academic standards with a shared sense of responsibility. I commit to honesty in my academic endeavors, ensuring that my work is original, properly acknowledges the contributions of others, and is result of my individual effort.

## Full Statement

#### Current Honor Code Statement

At George Mason University, Academic Integrity is demonstrated in our work, community, classrooms, and research. We maintain this commitment to high academic standards through the Honor Code. It is an agreement made by all members of our community to not "cheat, plagiarize, steal, or lie in matters related to academic work." Students sign an agreement to adhere to the Honor Code on their application for admission to Mason and are responsible for being aware of the most current version of the Honor Code

Having an Honor Code allows us to ensure that every student does their part to ensure integrity at Mason.

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## Proposed Academic Standards Statement

As members of the George Mason University community, we are committed to fostering an environment of trust, respect, and scholarly excellence. Our academic standards are the foundation of this commitment, guiding our behavior and interactions within this academic community. The practices for implementing these standards adapt to modern practices, disciplinary contexts, and technological advancements. Our standards are embodied in our courses, policies, and scholarship, and are upheld in the following principles:

**Honesty:** Accurate information in all academic endeavors, including communications, assignments, and examinations.

**Acknowledgement:** Proper credit is provided for all contributions to one's work. This involves the use of accurate citations and references for any ideas, words, or materials created by others in the style appropriate to the discipline. It also includes acknowledging shared authorship in group projects, co-authored pieces, and project reports.

**Uniqueness of Work:** All submitted work is the result of one's own effort and is original, free from plagiarism or self-plagiarism. This principle extends to written assignments, code, presentations, exams, and all other forms of academic work.

Violations of these standards—including but not limited to plagiarism, fabrication, and cheating—are taken seriously and will be addressed in accordance with university policies. The process for reporting, investigating, and adjudicating violations is outlined in the university's procedures. Consequences of violations may include academic sanctions, disciplinary actions, and other measures necessary to uphold the integrity of our academic community.

The principles outlined in these academic standards reflect our collective commitment to upholding the highest standards of honesty, acknowledgement, and uniqueness of work. By adhering to these principles, we ensure the continued excellence and integrity of George Mason University's academic community.

## **Violations of Academic Standards**

#### **Common Violations**

Examples of violations of our academic standards include, but are not limited to, activities such as:

#### Unauthorized Assistance / Duplicative Work

- 1. Attempting to benefit from unauthorized assistance
- 2. Providing unauthorized assistance
- 3. Unauthorized use of Artificial Intelligence software, generative or otherwise
- 4. Submitting work that was done by someone else
- 5. Compensating someone else to do your work and/or academic outsourcing
- 6. Making an unauthorized record (photo, screenshot, download) and/or posting (such as on a public website) of exams or academic content
- 7. Submitting work that was taken or purchased from websites (Quizlet, Chegg, Course Hero, etc.)

#### Fabrication

- 1. Providing false information to bypass classroom expectations or gain an unfair advantage in completing academic work
- 2. Providing a false excuse for missing a test, assignment, or class
- 3. Fabricating or providing false sources, data, information, documents, and/or official correspondence. This could include, but is not limited to, referencing material that does not appear in the indicated source.
- 4. Fabricating documentation to respond to an accusation related to violations of University policies

#### Plagiarism

- 1. Submitting someone else's work as your own, either in whole or in part
- 2. Misrepresenting authorship (may include leaving author names off a document or giving authorship credit that is not warranted)
- 3. Failure to attempt to cite sources using required citation standards, including both in-text/inpresentation citations and full references lists\*
- 4. Intentionally or unintentionally using portions of one's old work for new assignments without appropriate attribution and advanced permission from the current course instructor (self-plagiarism)

\* If someone clearly attempts to appropriately identify or credit sources used but has errors in citation formats or incorrectly uses quotation marks or other ways of identifying source material, this is a misuse of sources rather than plagiarism.

There are some matters that are currently referred for a formal adjudication for which students are generally not found in violation. These often involve plagiarism concerns that do not include submission of another individual's work or falsifying data/information. Some examples are

- Citation issues, such as incomplete citations, open quotations, or poor paraphrasing (including misuse of sources)
- Conduct that would result in a deduction of no more than 10% of the assignment in question.
  - Evidence of attempts to cite work elsewhere in the assignment but also containing sections where citations are missing or inadequate.
  - A small portion of the assignment includes poor paraphrasing that verges on plagiarism
  - Plagiarism in an early draft that will be revised before a final draft of the assignment is submitted
- Submissions where the professor has directed the student to vary from traditional expectations for a specific educational purpose

Faculty are encouraged to work with students directly to remediate these concerns with educational interventions. Additional resources for these interventions are available in the Academic Standards Office, the Writing Center, the Communication Center, Learning Services, and the Stearns Center.

## **Sanctioning**

Violations of Academic Standards are sanctioned according to a common matrix. Sanctions include both educational and administrative components. Student violations of Academic Standards are sanctioned according to following matrix:

## Formal OAI Referral

Appeals for In Violation Decision or Sanction through OAI, only considered based on new evidence or evidence of procedural error

Finding	Sanction	Process	
Level 1	<ul> <li>0% on the assessment and an additional letter grade reduction in the final course grade</li> <li>University Integrity Educational Intervention (*)</li> </ul>	Formal Referral Appeals for In Violation Decision or Severity through Academic Standards Office, only considered based on new evidence or evidence of procedural error	
Level 2	<ul> <li>Failure of relevant Course or Assessment (comprehensive exams, dissertation, thesis, etc.)</li> <li>University Integrity Educational Intervention (*)</li> </ul>	University Integrity Educational Intervention determined by Academic Standards Office	

University Integrity Educational Intervention determined by OAI

\* Education Interventions may include online learning modules, visits to the writing center, or other programs to assist the student in understanding and remediating the violation.

### Level 2 Offenses

Some referrals are of a more serious nature and merit a more severe institutional response. A referral will be sanctioned according to the Level 2 sanctions if at least one of the following situations is met:

- The violation is **egregious**, as determined by the Academic Standards panel. Examples of egregious violations include
  - A substantial portion of the assignment was copied, plagiarized, and/or cheated on
  - Fabricated evidence (e.g., submitted edited screenshots as evidence for a grade adjustment, fake doctor's notes, internship updates, impersonation, fabricated citations)
  - Fabricated project data
  - Financial compensation in exchange for academic work (e.g., contract cheating)
  - Failure to include a co-author on a manuscript submitted for presentation or publication
  - Multiple separate violations related to the same event (e.g., fabricated data with plagiarism, usage of Artificial Intelligence in addition to plagiarism)
  - The violation had an impact on individuals that were not involved in committing the offense, such as a collaborative project
- The individual has a previous record of violating academic standards.
- The student has sufficient experience within the academic environment that a violation would be considered more serious.
  - Undergraduates that have been at Mason for at least a year and have more than 90 credits of completed coursework
  - o Graduate students beyond their 1st semester of Graduate study
  - Any violation committed by a Doctoral (e.g., PhD, JD, EdD) student

### Suspension, Dismissal, and Termination

In some cases, violations of Academic Standards rise to the level that merits a pause or removal from studies. Suspension, Dismissal, and Termination decisions are based on the program level of the student, the number of previous offenses, and the severity of the offense. The decision to refer a violation for potential suspension or dismissal consideration is made by Academic Standards staff. Decisions to suspend or dismiss are made by Academic Standards committees after decisions of whether the offense violated the Academic Standards.

For undergraduates, the timing and process of suspensions follow the Academic Suspension process as listed in AP5.2.6. Graduate Students can be suspended or terminated from their program. These outcomes are adjudicated through the matrix below:

Student Program Level	1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense	4 <sup>th</sup> Offense
Undergraduat e	Potential Referral for Academic Suspension or Permanent Dismissal	Automatic Referral for Academic Suspension Potential Referral for Permanent Dismissal	Automatic Academic Suspension Automatic Referral for Permanent Dismissal	Automatic Permanent Dismissal
Graduate	Automatic Referral for Academic Suspension Potential Referral for Program Termination	Automatic Academic Suspension Automatic Referral for Programs Termination	Automatic Program Termination	

## Appeals

Appeals are only granted based on new evidence or procedural error. After a written appeal, the appeal committee will determine whether (i) a case is granted a new review, (ii) the student receives an amended sanction with reduced severity, or (iii) the original decision is upheld. Appeal decisions are final.

# <u>Appendix</u>

Specific case examples found in violation.

	Examples
Level 1 (Resulted in Zero on the assignment or grade reduction in course)	<ul> <li>Submitting identical or adapted answers from "study" websites such as Cliff's Notes, Course Hero, or Chegg for minor assessments</li> <li>Sending quiz answers via group chat/Discord (not during the test, after test before another group of students takes the test)</li> <li>Plagiarism assignment involving several drafts where feedback was provided but the student continued to submit plagiarized material</li> <li>Submitting work turned in by another student from a previous course section</li> <li>Using a smartphone during an in-person exam</li> <li>Failure to complete an environment scan during an Honorlock/Respondus exam</li> <li>Submitting coding assignments with high similarities</li> <li>Copying large portions of a paper from a website without attribution when the assignment was worth less than 10% of the course grade</li> <li>Cheating off another individual during an in-person exam</li> </ul>
Level 2 Result in Failure of course	<ul> <li>Accessing online study sites/group chats for major assessments</li> <li>Submitting coding assignments with a 50% or greater similarity to another student</li> <li>Submitting AI (Artificial Intelligence) generated work</li> <li>Using outside sources during Honorlock/Respondus proctored exams</li> <li>Having another individual feed answers during Honorlock/Respondus proctored exams (person in room giving answers)</li> </ul>
Suspension or Dismissal Cases	<ul> <li>Contract cheating on several assignments/across several courses</li> <li>Multiple violations of the same behavior or escalating behavior</li> <li>Multiple violations in the same discipline/major program across several courses</li> <li>Fabricating hours on internship/practicum worksheets</li> <li>Fabricating official signatures from internships/practicum sites</li> </ul>

#### FACULTY HANDBOOK COMMITTEE (FHBC): REVISIONS

CONTEXT: After several years of major changes in the Faculty Handbook, especially around term faculty contracts, the FHBC, in collaboration with the administration, elected to move more deliberately this year, allowing the schools and colleges to incorporate those changes in their bylaws and standing rules. This is the major push on handbook issues this year.

However, one issue that was outstanding from last year's revision proposal concerned the issue of outside employment—the so-called conflict of interest/commitment issue. Last spring, a proposed change in § 2.10.7, University Policies, was not adopted in the Handbook, primarily because the proposed changes referenced a policy that had not yet been approved: University Policy 2227. This policy has since been approved, and the FHBC proposes to pass the following two changes: first to add language to § 2.10.1 stipulating that faculty are responsible for complying with the new university policy; second that the existing language from § 2.10.7 simply be removed. The reason for this is that the language current present in the Handbook adds little not already covered in the policy, and best practice dictates that Handbook language remains as operational, parsimonious, and general as possible.

#### § 2.10.1 University Policies

#### Motion: Add language in red

<u>University Policy 4021: Outside Professional Activities and Conflict of Commitment</u> <u>https://universitypolicy.gmu.edu/policies/outside-professional-activities-and-conflict-of-committment/</u>

#### § 2.10.7 Outside Employment and/or Business Interests

Motion: Eliminate the entire following section and renumber § 2.10.

#### 2.10.7 Outside Employment and/or Business Interests

The University encourages faculty members to keep abreast of developments in their disciplines and to gain practical experience in their fields. In many instances, consulting work affords excellent opportunities for faculty to improve themselves professionally and to bring added prestige to them and to the University. The University looks favorably on appropriate consulting work by faculty members insofar as it does not interfere with full, proper, and effective performance of faculty duties and responsibilities.

Outside employment and paid consulting cannot exceed the equivalent of one day per work week without written authorization from the collegiate Dean. Faculty may be required to document outside employment to insure compliance with these requirements. Although faculty members are state employees, they consult as private individuals, and the University is not responsible for their work outside the University. When consulting, faculty members should take care to preserve the distinction between projects undertaken through individual initiatives and projects sponsored or officially sanctioned by the University. Outside business interests must not violate the

Commonwealth's conflict of interests laws at

(http://law.lis.virginia.gov/vacodepopularnames/state and local-government-conflict-of-interestsact) or the University's Conflict of Interests policy 4001.

Faculty members may use university facilities, equipment, supplies or computer time in their consulting only after obtaining the approval of the collegiate Dean. Faculty must also secure approval of the collegiate Dean before using university resources to support the activities of professional organizations.

CONTEXT: It came to the attention of the FHBC that there was difference of opinion about how to classify instructional term faculty with respect to their highest competed degrees. In particular, there were questions raised about which degrees were suitable for appointments in complex, multidisciplinary spaces, which are increasingly common for various reasons. In order to accommodate recent practice and desired outcomes in some of the schools and colleges, the FHBC voted to change the definite article in the two paragraphs of § 2.1.3 to an indefinite article. This clarifies how ranks and degrees are related.

#### § 2.1.3 Term Appointments paragraph 2 & 3:

#### Motion: Add language in red, Strike language

Instructional term faculty with the a terminal degree may hold one of the following ranks: Instructional Assistant Professor, Instructional Associate Professor, or Instructional Professor. Research term faculty with the the <u>a</u> terminal degree may hold one of the following ranks: Research Assistant Professor, Research Associate Professor, or Research Professor. Clinical term faculty with the the <u>a</u> terminal degree may hold one of the following ranks: Professor, Clinical Assistant Professor, Clinical Associate Professor, or Clinical Professor.

Instructional term faculty without the a terminal degree may hold one of the following ranks: Instructor, Senior Instructor, Master Instructor; or Professor of Practice. Clinical term faculty without the the <u>a</u> terminal degree may hold the rank of Clinical Instructor, Clinical Senior Instructor, or Clinical Master Instructor. Research term faculty without the <u>a</u> terminal degree are Research Staff (Section 2.1.6).

#### **ANNUAL REPORTS**

(linked to website)

Academic Appeals Committee

Academic Policies

Admissions Committee

**Athletics Council** 

Committee on Faculty Roles and Rewards

Faculty Equity and Inclusion Committee

Faculty Matters Committee

Grading Process Task Force

Research Advisory Committee

#### ANNOUNCEMENTS

#### **Patriot Packout**

I know I previously mentioned I would be sharing information with you about Patriot Packout very soon, so I am thrilled to announce <u>Patriot Packout</u> – Mason's annual, sustainable, move-out initiative – is back from **April 15 – May 10**! We need Faculty Senate members and faculty to become Patriot Packout supporters!

PPO collects new, like-new, and gently used donations at the Fairfax, SciTech, and Smithsonian-Mason School of Conservation campuses. All donations are freely redistributed to Mason Patriots, on-campus resources, and local community partners!

PPO 2024 donations will support: the Patriot Pantry, First Gen+ Center, Trans Clothing Closet, Art Supply Sharing Closet, the MIX, Mason Parking and Transportation's bike and scooter programs, and Food For Others, among others.

#### Faculty Senate members can become Patriot Packout supporters by:

- Sharing content from PPO's media kit
  - The media kit includes general flyers, general posters, social media posts and captions, newsletter blurbs, email templates, zero waste items/guides, bike donation information, important information summaries, and so much more all ready for y'all to share!
- Encouraging students to <u>volunteer</u> and <u>signing-up</u> for 1-hour volunteer shifts to collect, organize, and redistribute donations
  - No prior experience is necessary. All training and supplies are provided.
  - Register for volunteer opportunities on the University Sustainability Volunteer Portal
    - If you don't have an account, you can create a free account with your Mason email by clicking the "Sign Up" button. Once you do so, you can register for as many shifts as you like!
    - If you already have an account, log in and then register for as many shifts as you would like!
  - Students can earn service-learning hours for classes, Fraternity & Sorority Life, and registered student organizations (RSO)s.
  - Employees are encouraged to chat with their supervisor about volunteering during work hours. Eligible employees can use School Assistance and Volunteer Service Leave, with supervisor's approval.
- Donating new, like-new, or gently used personal items at PPO's donation locations
  - PPO accepts donations of clothing and shoes, non-perishable food and hygiene supplies, books and textbooks, art supplies, school/testing supplies, bikes, scooters, skateboards, small appliances, electronics, small furniture, and household goods.

Visit the official Patriot Packout <u>website</u> for a list of accepted donations, donation locations, and volunteer opportunities: <u>https://go.gmu.edu/PatriotPackout</u>



## **Broadway at the Movies**

