



FOR INFORMATION

PUBLIC

OPEN SESSION

TO: Academic Board

SPONSOR: Professor Sioban Nelson, Vice-Provost, Faculty and Academic Life

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PRESENTER: See Sponsor

CONTACT INFO:

DATE: April 16, 2015 for April 23, 2015

AGENDA ITEM: 9(a)

ITEM IDENTIFICATION: Provost's Annual Report on Cases of Academic Discipline 2013-14

JURISDICTIONAL INFORMATION:

The *Code of Behaviour on Academic Matters, 1995* requires the Provost to report annually in statistical format on cases of academic discipline to Academic Board.

GOVERNANCE PATH:

1. Agenda Committee [for information] (April 14, 2015)
2. **Academic Board [for information] (April 23, 2015)**

PREVIOUS ACTION TAKEN:

On November 21, 2013, the Academic Board received the Annual Report on Cases of Academic Discipline for 2012-13, and on October 2, 2014, the Academic Board received information that the Annual Report on Cases of Academic Discipline would be deferred to the spring of 2015 to allow for a review and update of the divisional and Tribunal statistics collection form, and will return to the normal fall reporting schedule next year.

HIGHLIGHTS:

Each year divisions are asked to report on cases disposed of under Section C of the *Code of Behaviour on Academic Matters*. Information is also collected for the number of cases which come before the University Tribunal. After consultations with the Provost's Advisory Committee on Academic Integrity, legal counsel, and the Office of Appeals, Discipline and Faculty Grievances, this year's statistics form has changed, to better reflect and understand

trends, while ensuring consistency and robustness of the statistics. The updated form tracks new data such as timelines based on date of alleged offence, data regarding all offences committed, as opposed to just the primary offence, and information regarding repeat offenders, and related to allegations. It also provides greater visual clarity through the use of graphs and pie charts. All of this information provides for better analysis, consistency, clarity and reliability of the data reported.

For reporting purposes the reporting year continues to correspond to the academic year -- that is from July 1st to June 30th. Resolution of a case refers to the event which concludes the proceedings under the *Code of Behaviour on Academic Matters* within the University. The data is collated based on the academic year in which a case is closed, and where it is closed – that is, either by the division or the Tribunal.

The report provides a summary of both divisional and University Tribunal Cases for the years from 2009-10 to 2013-14.

Appendix A provides a summary of **Divisional Academic Discipline cases**. For the first time, we are also tracking all offences committed by an offender, and not just the primary offence related to an allegation. This is why there is a relatively significant increase in the total number of offences year-over-year for the 2013-14 year as indicated in Table 3 (page 2), and why the total number of offences indicated in Table 3 is greater than the total number of offenders found in Table 1 (page 1). Offences of plagiarism and use of an unauthorized aid continue to be the most frequent ones reported by the divisions, and can be seen reflected as a bar chart and line graph mapped over time, as well as in pie chart form for the 2013-14 year (page 4).

Appendix B provides a summary of **University Tribunal cases**. At the Tribunal level, charges were laid in 47 new cases, exceeding those of any previous year. Forty-five cases sent to the Tribunal were resolved during the 2013-14 academic year. Nineteen of these cases were sent back to the decanal level or resolved by minutes of settlement. It should be noted that even though the data shows 37 cases as being carried forward to the next year, some of these have been resolved and will be reported in the 2014-15 reporting year, while others have been heard and are either awaiting a decision, a confirmation of expulsion or are in the process of being appealed. The most common offences at the Tribunal continue to be plagiarism and forgery, which is reflected in both pie chart form, and also in bar graph form mapped over time (pages 7 and 8).

Tracking of **timeliness** was first introduced for the 2010-11 yearly statistics report. This year, we have expanded our statistics-tracking on this issue, to include both 12 months and 15 months time periods. Divisions were also asked to provide information about both the length of time between an allegation of an academic offence and either the date of resolution of the case or the date that the case was forwarded to the Provost's Office, as well as the length of time between the date of alleged offence to date of resolution or when forwarded to the Provost's Office. In relation to the timelines at the University Tribunal, the Office of Appeals, Discipline and Faculty Grievances (ADFG Office) routinely monitors the time between the date of charges being laid to

the date of a hearing and also the time to the issuance of the decision, and work with the Senior Chair to help move the process forward. Further, the *Rules of Practice and Procedure*, adopted in 2012, include a section regarding normal timelines for the release of written reasons, and the ADFG Office now includes a reference to that section of the *Rules* in the chairs' appointment letters.

It should be noted that in 2009-10, the ADFG Office set in place a process known as the signing of Orders, whereby the decision made at the time of a hearing and any sanctions to be applied, are conveyed to the student immediately following the hearing. This allows the appeal process to start from the time the Order is issued. Both of these timeframes (time to issue of Order and time to issue of written reasons) are presented in the **Summary of University Tribunal Cases** (Appendix B) at page 10. The time between charges being laid and the issuance of an Order is an important measure of timeliness for the purposes of this report.

As can be seen in Table 4C of the **Summary of Divisional Academic Discipline Cases** (Appendix A), just over 95% of divisional cases are resolved within a 9 month time frame, when measured from date of offence. This number increases to 97.5% when measured by the date the Academic Integrity Office became aware of the allegations. At the Tribunal level, 86% of cases had either an Order or written reasons issued within 9 months of charges being laid. (See Tables 6a and 6b at page 10 for a more detailed breakdown). When tracking timeliness based on the 15 month time frame, close to 100% of divisional cases, and over 92% of Tribunal cases, had a decision within this period.

Over the last five years there has been a general upward trend in the total number of cases of academic misconduct handled by the divisions and University Tribunal. However, it should be noted that the Report contains raw data – counts of offences and offenders – rather than normalized data and the trend is mitigated to some degree by the growth in the University's enrolment and improvements in the University's means of detecting and handling cases of academic misconduct.

The University continues to take a proactive approach to academic integrity issues. In June 2011 the *Provost's Advisory Group on Academic Integrity* was established to consider broader academic integrity education and policy issues, including University-wide consistency of approach and application where appropriate. The Group is co-chaired by the Vice-Provost, Faculty and Academic Life, and the Vice-Provost, Students & First Entry Divisions, and includes senior academic administrators with responsibility for academic integrity issues from academic divisions. The group meets regularly throughout the academic year to discuss university wide issues related to academic integrity.

On July 1, 2015, a new Appendix C to the *Code of Behaviour*, entitled Provost's Guidance on Sanctions, will be implemented (this item was brought to Academic Board in Cycle 4). The Guidance, which was largely developed under the guidance of the Provost's Advisory Group, will enhance consistency across divisions, while allowing for divisional discretion in appropriate cases. The Guidance also preserves the independence of the University Tribunal, while

promoting transparency and allowing students to understand the range of sanctions the Provost will potentially be seeking when charges proceed to the Tribunal.

Also under the Provost's Advisory Group's direction, a new student-focused website on academic integrity has been launched at <academicintegrity.utoronto.ca>.

Over the past few years, the ADFG Office also launched a website which aids in providing education and information to the University community, conducted regular and mandatory training for new members regarding their responsibilities, and implemented a new scheduling protocol, while the Tribunal, under the guidance of the Senior Chair, now uses *Rules of Practice Procedure*. All of these initiatives help to clarify the processes for students, provide greater transparency to the processes, and assist the office with ensuring timely resolutions.

The University is committed to transparency, procedural fairness and a high quality of decision making throughout its academic integrity processes. The divisional academic integrity officers and Dean's Designates with the support and advice of the Provost's Office, as well as the ADFG Office, continue to make process improvements and develop protocols related to investigating, resolving, scheduling, tracking and issuing decisions. This helps ensure appropriate and timely resolution at all levels.

FINANCIAL IMPLICATIONS:

There are no financial implications.

RECOMMENDATION:

For information.

Provost's Annual Report on Cases of Academic Discipline

Appendix A: Summary of Divisional Academic Discipline Cases 2013-2014

Table 1: Total Number of Student Offenders by Division (only where sanction is imposed)

Division	2009-10	2010-11	2011-12	2012-13	2013-14
Applied Science & Engineering	133	178	135	206	189
Architecture	n/a	n/a	n/a	n/a	3
Arts & Science	415	386	380	394	645*
Dentistry	1	2	1	1	0
Graduate Studies	22	21	13	22	18
Law	5	1	2	0	2
Medicine	0	4	1	2	0
Music	5	3	2	4	4
Nursing	2	4	4	0	2
OISE / UT	0	0	0	0	1
Pharmacy	7	161	8	5	8
Faculty of Kinesiology and Education	12	12	12	3	18
U of T Mississauga	234	331	387	303	347
U of T Scarborough	76	130	155	205	160
Total	912	1233	1100	1145	1397

* There was a change in method of counting this year in order to be consistent with other divisions

Table 2: Total Number of Repeat Student Offenders by Division (only where sanction is imposed)

Division	2009-10	2010-11	2011-12	2012-13	2013-14
Applied Science & Engineering	14	16	28	21	9
Architecture	n/a	n/a	n/a	n/a	0
Arts & Science	36	46	56	59	71
Dentistry	0	0	0	0	0
Graduate Studies	1	0	1	1	0
Law	0	0	0	0	0
Medicine	0	0	0	0	0
Music	1	0	0	0	2
Nursing	0	0	0	0	0
OISE / UT	0	0	0	0	0
Pharmacy	0	0	1	0	0
Faculty of Kinesiology and Education	0	0	1	0	1
U of T Mississauga	19	26	34	35	46
U of T Scarborough	5	15	17	11	15
Total	76	103	138	127	144

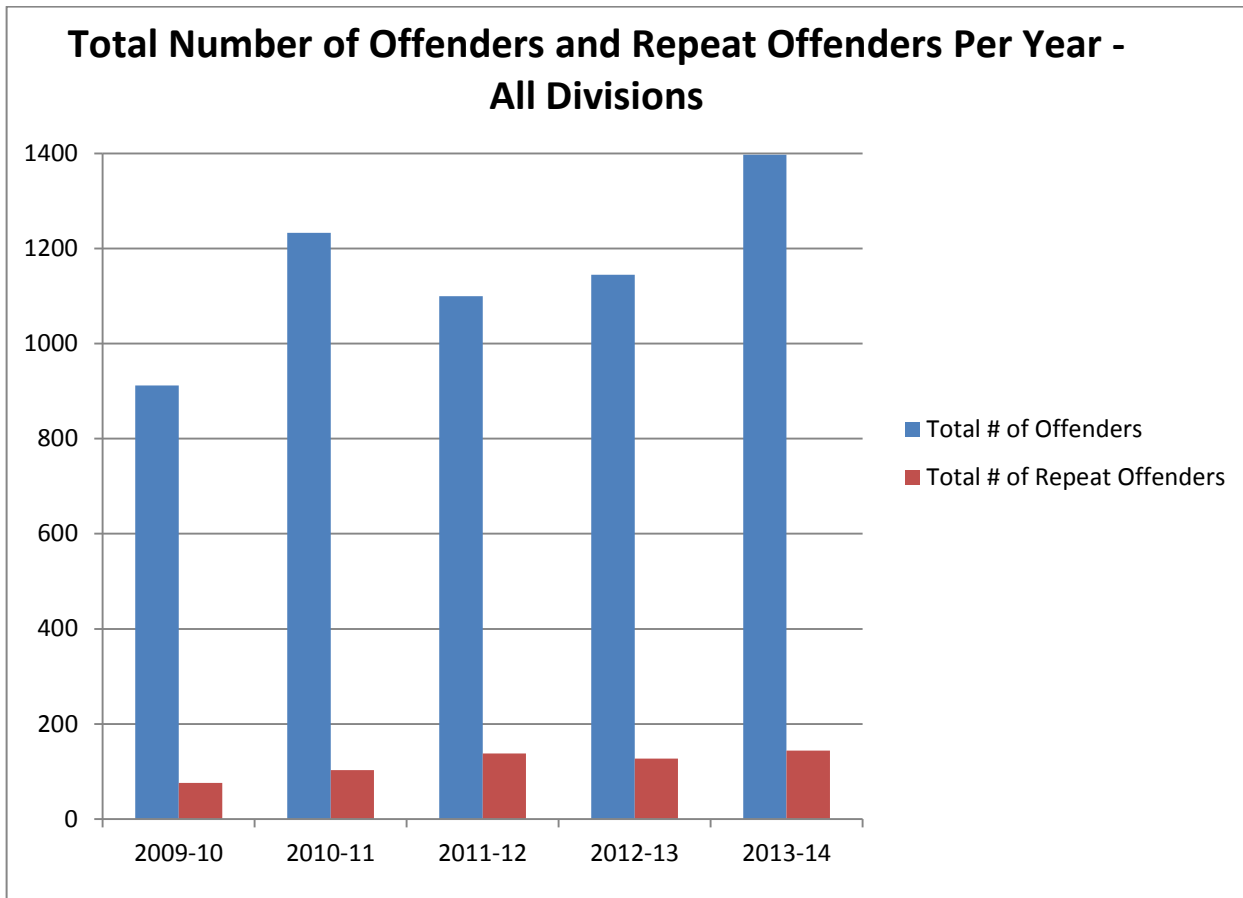
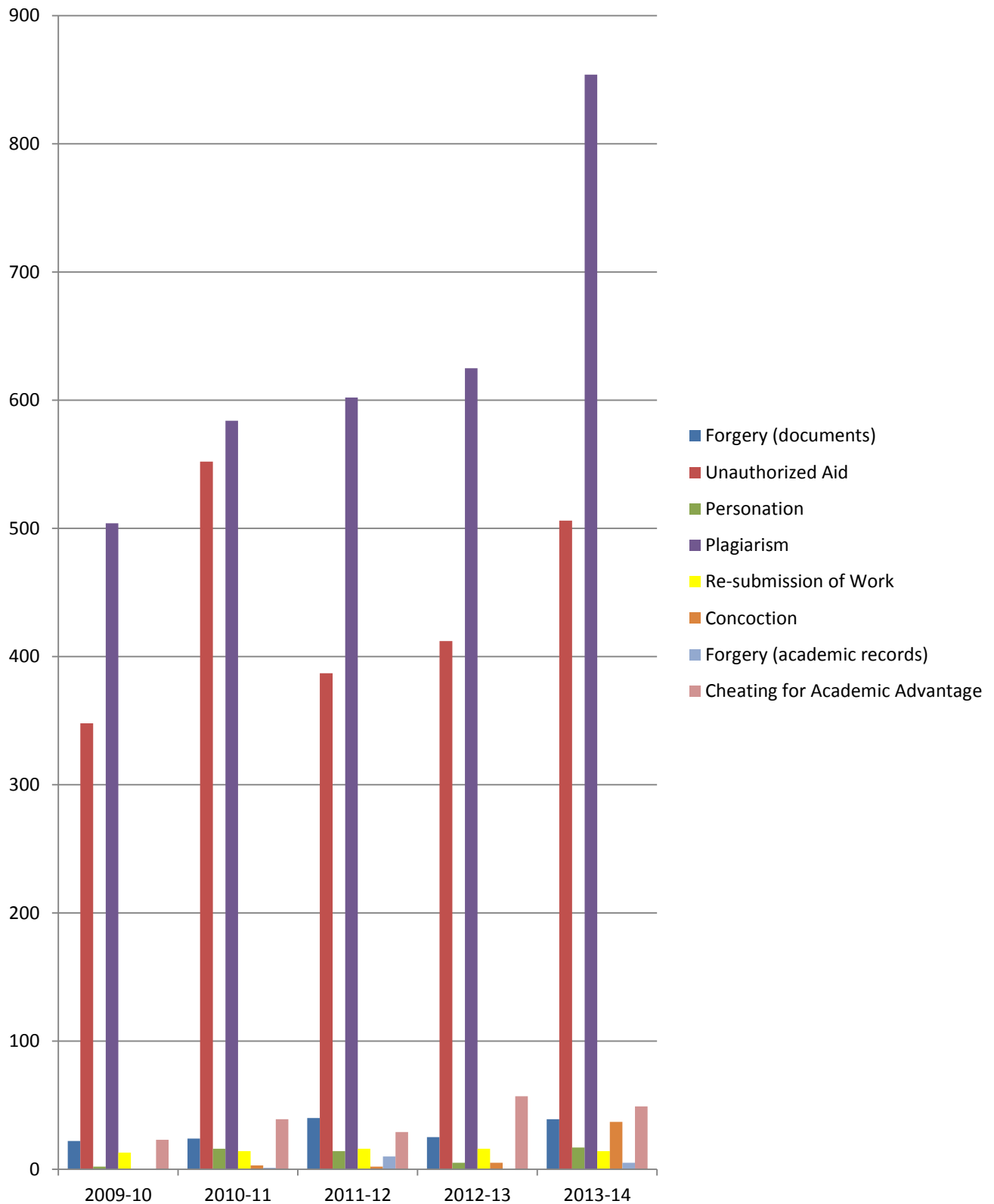


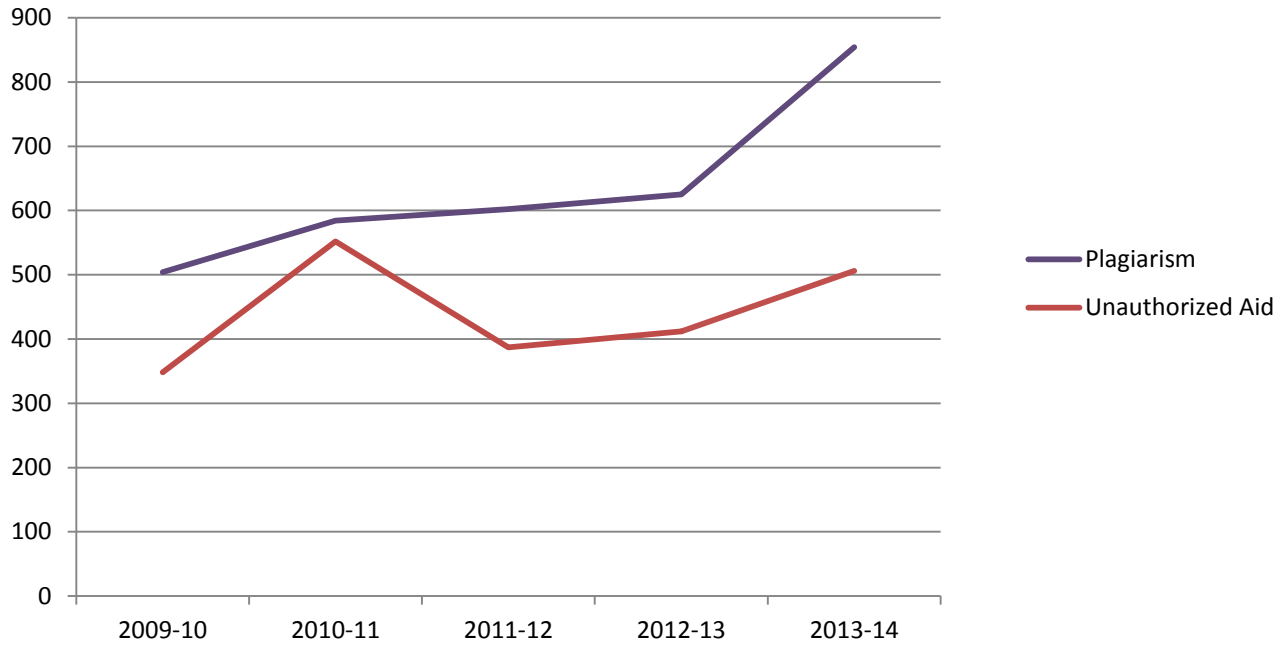
Table 3: Total Number of Offences by Type – All Divisions

Charge Code	Charge Text	2009-10	2010-11	2011-12	2012-13	2013-14
B.i.1(a)	Forgery (documents, not transcripts)	22	24	40	25	39
B.i.1(b)	Unauthorized aid	348	552	387	412	506
B.i.1(c)	Personation	2	16	14	5	17
B.i.1(d)	Plagiarism	504	584	602	625	854
B.i.1(e)	Re-submission of work	13	14	16	16	14
B.i.1(f)	Concoction	0	3	2	5	37
B.i.3(a)	Forgery (academic records)	0	1	10	0	5
B.i.3(b)	Cheating for academic advantage	23	39	29	57	49
	Total	912	1233	1100	1145	1521

Total Number of Offences by Type Per Year - All Divisions



Total Top Two Offences Per Year - All Divisions



Total Number of Offences by Type for 2013-2014 - All Divisions

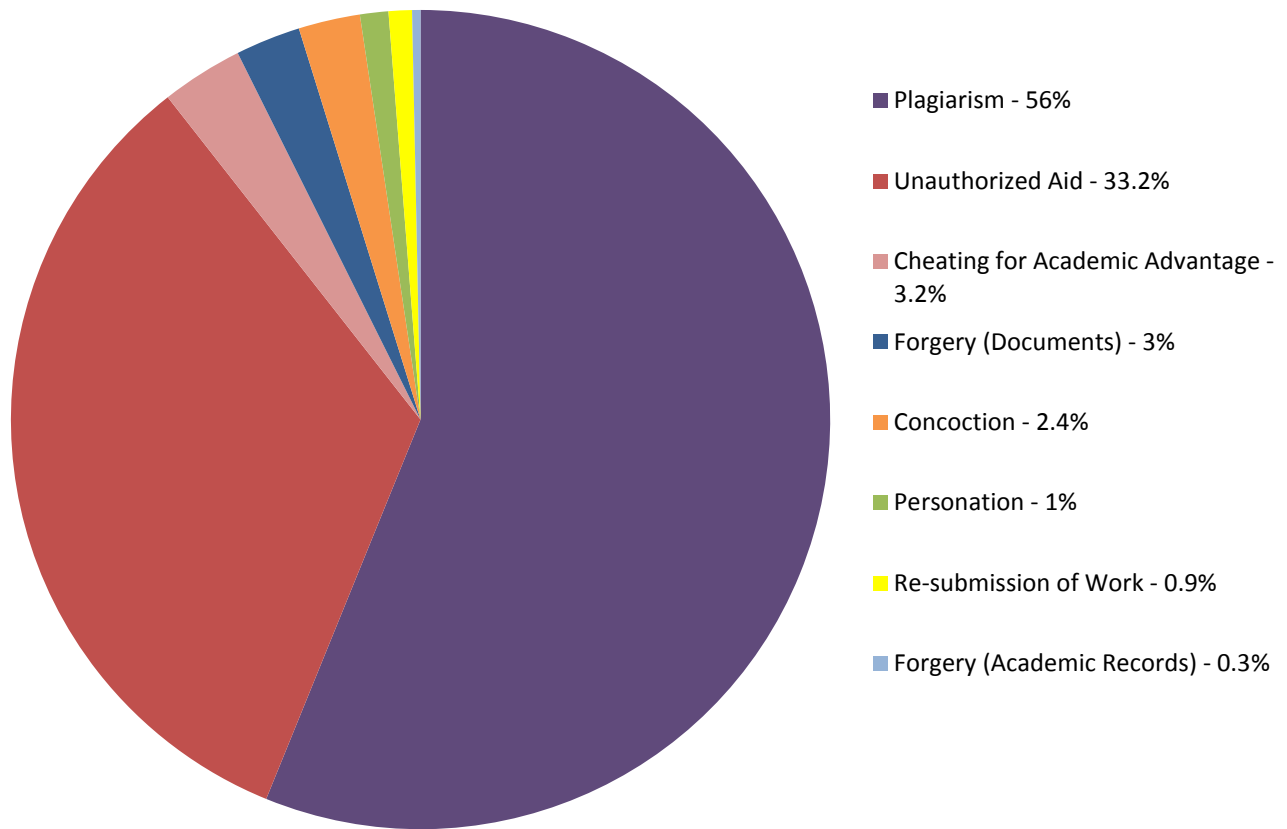


Table 4A: Timeliness between Date of Offence and Case Resolved

Year July 1-June 30	Time between Date of Offence and Case Resolved				
	Within 6 months	Within 9 months	Within 12 months	Within 15 months	Total
2013-14	87.2%	8%	2.6%	1.8%	99.6%

Table 4B: Timeliness between Date Academic Integrity Office Became Aware and Case Resolved

Year July 1-June 30	Time between Date Academic Integrity Office Became Aware and Case Resolved				
	Within 6 months	Within 9 months	Within 12 months	Within 15 months	Total
2010-11	98%	2%	n/a	n/a	100%
2011-12	97%	1.9%	n/a	n/a	98.9%
2012-13	95%	3.4%	n/a	n/a	98.4%
2013-14	93.8%	3.7%	1.4%	0.6%	99.5%

Table 4C: Timeliness for 2013-2014

Division	2013-14				
	Time between Date of Offence and Case Resolved				
	6 months	9 months	12 months	15 months	Total
Applied Science & Engineering	99.5%	0%	0%	0.5%	100%
Architecture	0%	100%	0%	0%	100%
Arts & Science	91%	5%	2%	1%	99%
Dentistry	0%	0%	0%	0%	0%
Graduate Studies	96%	0%	0%	4%	100%
Law	100%	0%	0%	0%	100%
Medicine	0%	0%	0%	0%	0%
Music	100%	0%	0%	0%	100%
Nursing	100%	0%	0%	0%	100%
OISE / UT	100%	0%	0%	0%	100%
Pharmacy	100%	0%	0%	0%	100%
Physical Education & Health	100%	0%	0%	0%	100%
U of T Mississauga	74.7%	19.5%	2.9%	2.9%	100%
U of T Scarborough	83.8%	4.7%	7.8%	3.7%	100%
Total	87.2%	8%	2.6%	1.8%	99.6%

Table 4D: Timeliness for 2013-2014

Division	2013-14				
	Time between Date Academic Integrity Office Became Aware and Case Resolved				
	6 months	9 months	12 months	15 months	Total
Applied Science & Engineering	100%	0%	0%	0%	100%
Architecture	0%	100%	0%	0%	100%
Arts & Science	96%	2%	1%	0%	99%
Dentistry	0%	0%	0%	0%	0%
Graduate Studies	100%	0%	0%	0%	100%
Law	100%	0%	0%	0%	100%
Medicine	0%	0%	0%	0%	0%
Music	100%	0%	0%	0%	100%
Nursing	100%	0%	0%	0%	100%
OISE / UT	100%	0%	0%	0%	100%
Pharmacy	100%	0%	0%	0%	100%
Physical Education & Health	100%	0%	0%	0%	100%
U of T Mississauga	89.8%	6.7%	2.7%	0.8%	100%
U of T Scarborough	87%	6.2%	3.7%	3.1%	100%
Total	93.8%	3.7%	1.4%	0.6%	99.5%

Provost's Annual Report on Cases of Academic Discipline

Appendix B: Summary of University Tribunal Cases 2013-2014

Table 1: Overview of Open Cases

Year July 1-June 30	Cases Carried Forward From Previous Year charges laid before July 1	New Cases charges laid	Total Open Cases	Cases Resolved	Cases Carried Forward To Next Year
2009-10	39	38	77	51	26
2010-11	26	35	61	33	28
2011-12	28	29	57	29	28
2012-13	28	46	74	39	35
2013-14	35	47	82	45*	37**

*These include cases that were returned to the decanal level/settled.

** The cases carried forward are not all active as some were closed after June 30th.

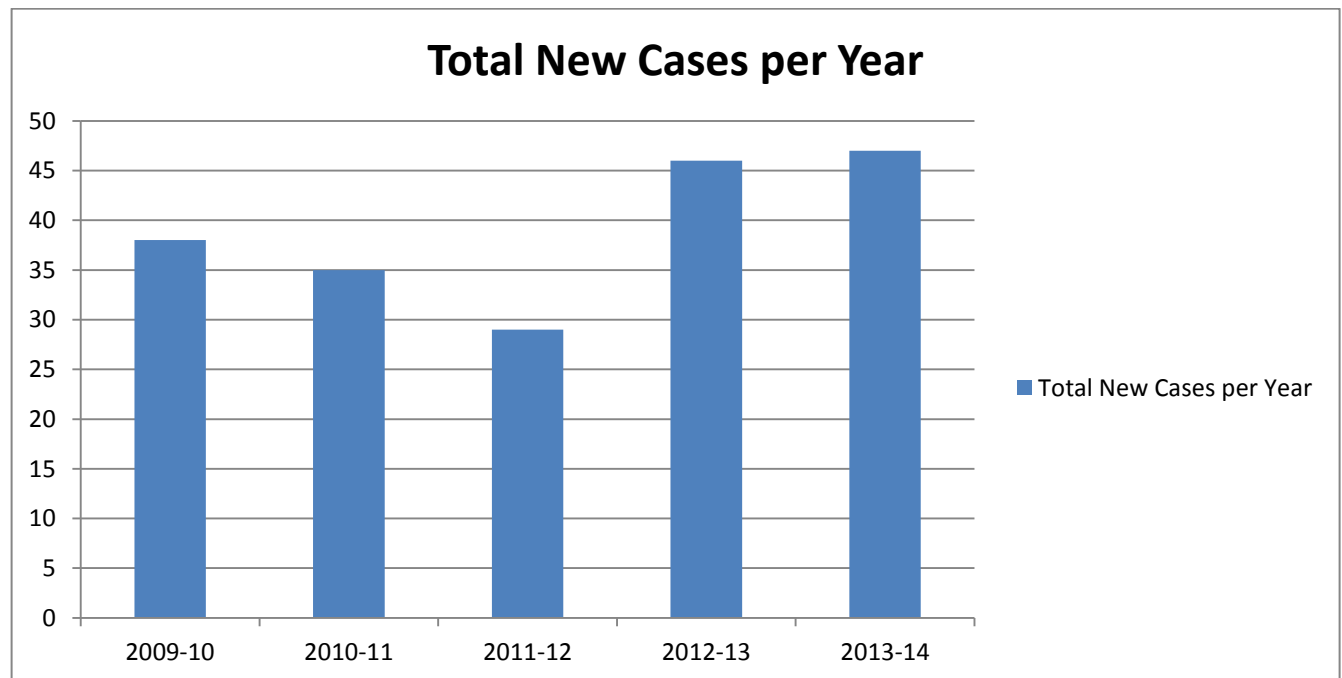


Table 2: Total Number of Cases by Final Outcome

Outcome	2009-10	2010-11	2011-12	2012-13	2013-14
Acquittal	1	0	1	1	0
Degree Recall	0	0	1	0	0
Expulsion from University	13	10	7	6	7
Suspension	23	14	13	13	19
Returned to Decanal Level / Minutes of Settlement	14	9	7	19	19

Table 3: Total Number of Cases Appealed

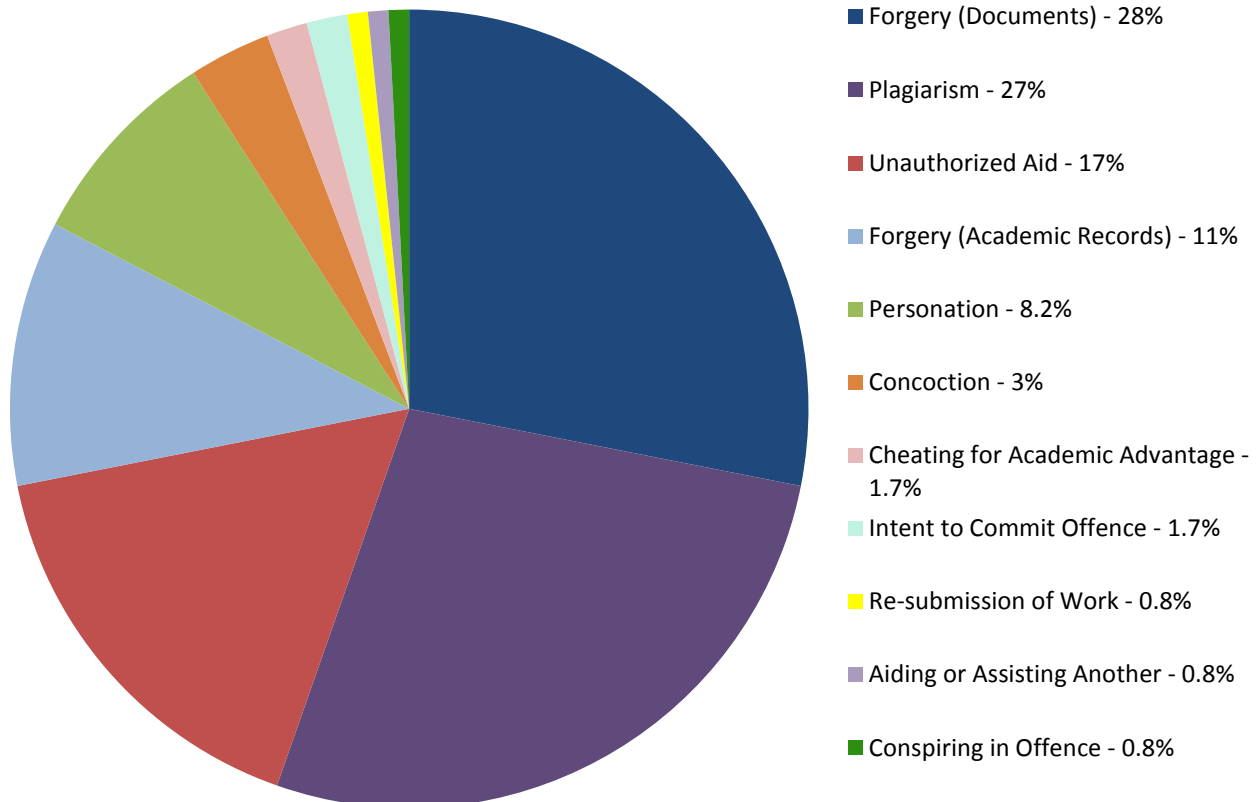
	2009-10	2010-11	2011-12	2012-13	2013-14*
Total	0	1	1	2	1

* Some other cases were appealed during this period but they will be recorded in the year the decision is issued.

Table 4: Total Number of Offences by Type

Charge Code	Charge Text	2009-10	2010-11	2011-12	2012-13	2013-14*
B.i.1(a)	Forgery (documents, not transcripts)	22	29	35	52	34
B.i.1(b)	Unauthorized aid	18	13	16	12	20
B.i.1(c)	Personation	0	7	7	1	10
B.i.1(d)	Plagiarism	25	19	15	29	33
B.i.1(e)	Re-submission of work	0	0	0	1	1
B.i.1(f)	Concoction	5	6	2	7	4
B.i.3(a)	Forgery (academic records)	23	21	13	5	13
B.i.3(b)	Cheating for academic advantage	7	7	0	12	2
B.ii.1(a).ii	Aiding or assisting another	0	0	0	2	1
B.ii.1(a).iv	Conspiring in offence	0	0	0	0	1
B.ii.2	Intent to commit offence	0	0	0	1	2

*These include offences that went back to the decanal level. For the Tribunal level we do not choose the primary offence, but rather, count all offences for which the Tribunal found an individual guilty.

Total Number of Offences by Type for 2013-2014

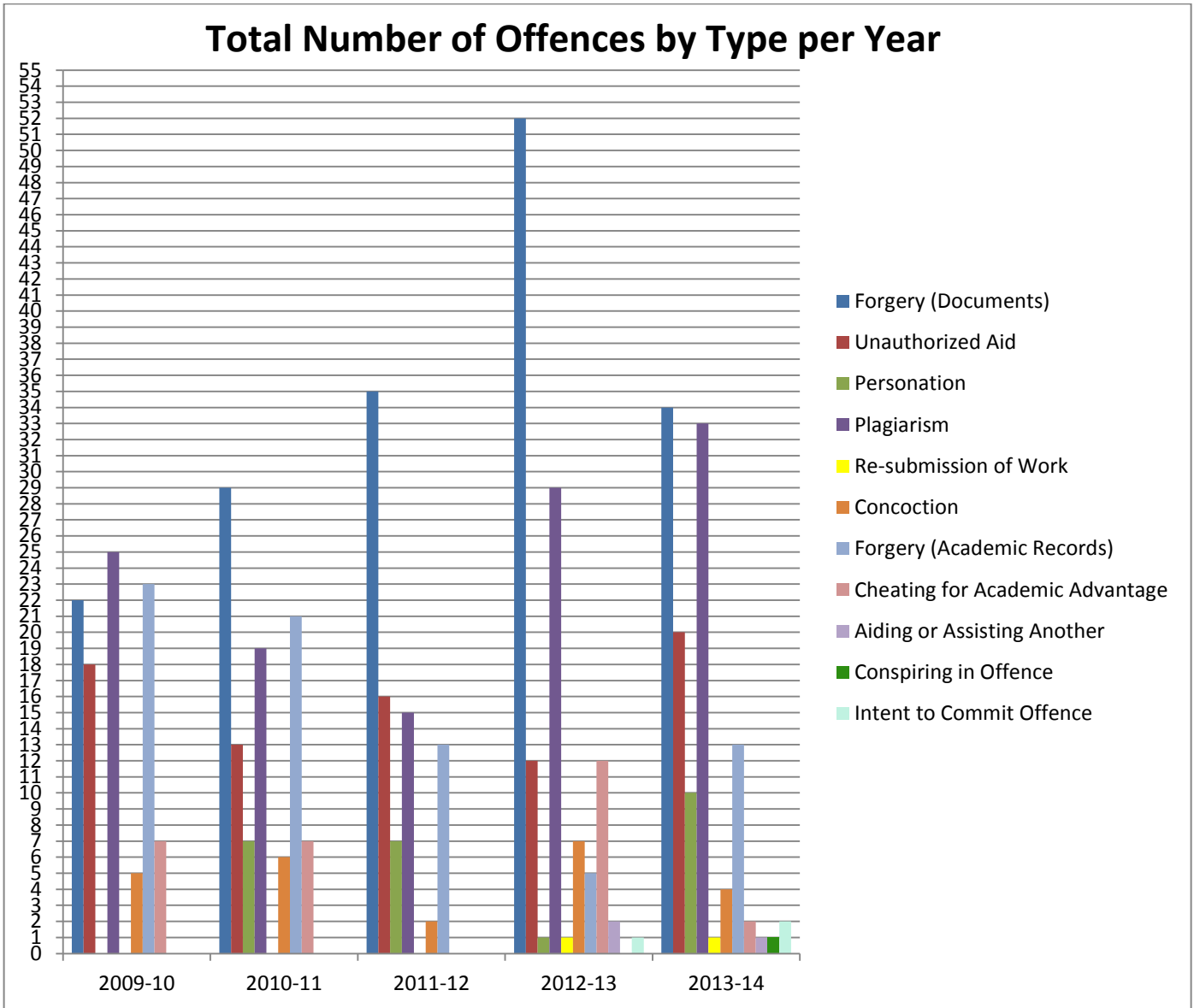


Table 5: Total Number of Offenders by Division

Division	2009-10	2010-11	2011-12	2012-13	2013-14*
Applied Science & Engineering	0	2	3	3	3
Arts & Science	24	14	12	11	12
Dentistry	0	0	0	0	0
Graduate Studies	3	2	3	3	1
Law	1	0	0	0	1
Medicine	0	0	0	0	0
Music	0	0	0	0	0
Nursing	0	0	0	0	0
OISE / UT	0	0	0	0	0
Pharmacy	0	0	0	0	0
Physical Education & Health	0	0	0	0	0
U of T Mississauga	18	11	2	10	18
U of T Scarborough	5	4	9	12	10

* These include offenders whose cases went back to decanal level for resolution/settled.

Table 6a: Timeliness between Charges Laid and Order Issued

Year July 1-June 30	Time between Charges Laid and Order Issued*				
	Within 6 months	Within 9 months	Within 12 months	Within 15 months	Total
2009-10	24%	24%	n/a	n/a	n/a
2010-11	77%	9%	n/a	n/a	n/a
2011-12	56%	13%	n/a	n/a	n/a
2012-13	62%	28%	n/a	n/a	n/a
2013-14	59%	23%	4.5%**	9%**	95.5%

* This does not include offenders whose cases went back to decanal level for resolution or were settled but does include decisions that were appealed.

** In the majority of these cases, the students sought adjournments to their hearings.

Table 6b: Timeliness between Charges Laid and Written Reasons

Year July 1-June 30	Time between Charges Laid and Written Reasons*				
	Within 6 months	Within 9 months	Within 12 months	Within 15 months	Total
2009-10**	26%	23%	n/a	n/a	n/a
2010-11	45%	32%	n/a	n/a	n/a
2011-12	18%	50%	n/a	n/a	n/a
2012-13	30%	40%	n/a	n/a	n/a
2013-14	31%	23%	19%***	12%***	85%

* This does not include offenders whose cases went back to decanal level for resolution or were settled but does include decisions that were appealed.

** The process of signing orders was created in 2009-10, and it was partially to address the issue of timeliness.

*** In the majority of these cases, the students sought adjournments to their hearings.

NOTE: When combined, in 73% of cases, either written reasons or an order was issued within 9 months. In the majority of situations that took longer than 9 months, it was as a result of adjournment requests from students. When taking this into account, in 86% of cases, either written reasons or an order was issued within 9 months. Over 92% of cases had either written reasons or an order issued within 15 months.