

# Academic Integrity Action Plan 2020-22

## Statement

MIT upholds and promotes academic integrity and monitors risks to ensure breaches of academic integrity are mitigated. MIT actively promotes and protects academic integrity through governance and management controls and oversight, through implementation and review of governing policies and procedures, and through this Action Plan which articulates ongoing action items designed to ensure MIT's response to preventing academic misconduct is characterised by an institutional approach.

## Summary

As part of MIT's overall commitment and approach to integrity as part of our higher education operations (including external placements), we propose a whole-institution action plan to define and promulgate the principles of academic integrity at MIT. The Institute requires that all its staff and students abide according to this standard of academic integrity.

This plan builds on the Working Party on Contract Cheating (WPCC) report that was considered by the MIT Board of Directors (BOD) at its meeting in February 2020, which in turn built on the actions approved by the Academic Board in October 2018 in respect of academic integrity. The specific BOD resolution follows: *"That the Academic Board has accepted the recommendations from the WPCC Report in principle and that EMC has considered the recommendations, and provided its feedback to the Academic Board, the Board requested that the Academic Board develop an Implementation/Action Plan on those recommendations to be adopted, with appropriate actions, and time-frames and responsibilities for the actions to be undertaken. The Board further requested that the Implementation Plan cover not just contract cheating but broader matters of academic integrity, and where appropriate, include KPI's and targets for the successful implementation of the plan"*.

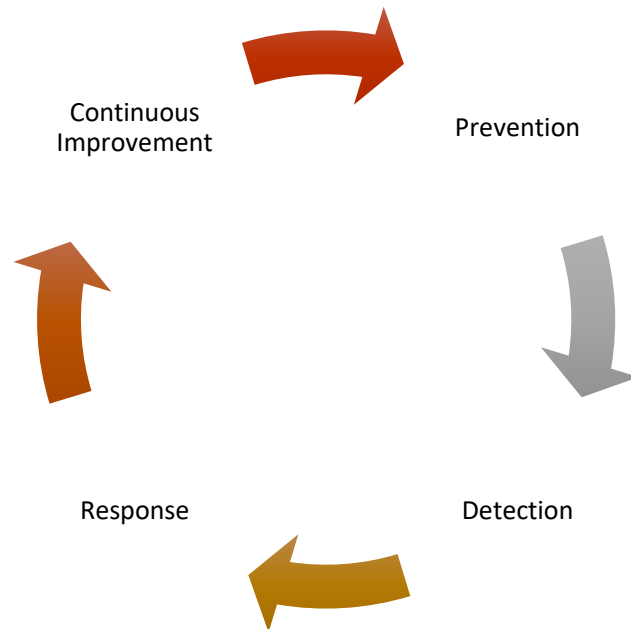
This plan incorporates the majority of the recommendations made in the WPCC report and further strategies to enhance current academic integrity, prevent student academic misconduct, and respond more effectively when academic misconduct is identified and addresses the full life cycle in Figure 1 below.

This plan was endorsed by the Academic Board at its meeting on 7 May 2020.

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**Figure 1: Quality Framework for AI**



Implementing the recommendations will require close consultation across the MIT community, with students, academic staff, and a wider range of professional staff.

The Executive Dean and the Heads of Schools will take the lead in implementing all four dimensions of the Quality Framework for AI, and report outcomes to the Academic Board.

At the core of the educative process about Academic Integrity at MIT is the implementation of a new series of academic integrity training modules – the Epigeum Academic Integrity Program – AIM100. These modules were developed in conjunction with 20 universities globally and have both student and staff-facing content. We made these modules mandatory to students and academic staff alike. AIM100 will be established as a milestone for all new and continuing students and academic staff. A comprehensive communication plan was developed and communicated to students and staff alike.

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## **Maintenance of this Plan**

MIT management is responsible for the maintenance of this plan and the reporting of progress against it to governance bodies including the MIT Academic Board and the Board of Directors.

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Quality Framework	Action	Responsibility	Governance and Approval	Outcomes	Status
<ul style="list-style-type: none"> <li>prevention</li> <li>detection</li> <li>response</li> <li>ongoing continuous improvement.</li> </ul>	1. Review and revise Academic Integrity (AI) policies, specifically amendments to the Plagiarism and Academic Misconduct Policy	Policy Committee, Executive Management Committee (EMC)	Academic Board (AB)	Enhanced clarity in AI policy to support the consistent interpretation of policy intent and its application across Schools and between academic and administrative systems	Completed, April 2020
<ul style="list-style-type: none"> <li>prevention</li> </ul>	2. Provide students and staff with guidance and training on what constitute academic or research integrity and the development and maintaining academic integrity	Heads of Schools (HoSs), EMC		Improved awareness of AI	Completed T1, 2020 and ongoing
<ul style="list-style-type: none"> <li>prevention</li> </ul>	3. Provide an educative online academic integrity program for students and staff as a mandatory requirement — the Epigeum Academic	EMC, Academic Services & Administration (ASA), all academic Staff, Students, Head of Library, Centre of Learning (CoL)	Report results to the Teaching and learning Committee (T&L)	Monitored by the School in relation to mandatory staff development, and by ASA and Head of Library / CoL to monitor and	Complete commenced from T1, 2020 and ongoing.

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	Integrity Program – AIM00			register student completion	
<ul style="list-style-type: none"> <li>prevention</li> </ul>	4. Require students to complete AIM100 program	Heads of Schools Schools, Library and CoL	Report results to the Teaching and learning Committee (T&L)	All students to complete AIM100	Ongoing
<ul style="list-style-type: none"> <li>Prevention</li> <li>detection</li> <li>response</li> <li>ongoing continuous improvement</li> </ul>	5. Require academic staff to complete AIM100 program	HoSs		All academic staff to complete AIM100	Ongoing
<ul style="list-style-type: none"> <li>detection</li> <li>response</li> <li>ongoing continuous improvement</li> </ul>	6. Enhancement to online and centralised recording systems of academic misconduct instances – PAM Register	Executive Dean (ED), Academic Services & Administration (ASA), Course Progress Review Committee (CPRC), AB		Initial feedback and enhancement of reporting systems commenced in 2018  Improved and enhance the quality of reporting to AB	To be completed by end of T1 2020

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<ul style="list-style-type: none"> <li>Prevention</li> <li>detection</li> </ul>	7. Enhancement of the centralised complaints register to allow for students to report breaches online	EMC		Central complaint mechanism exists for students to report breaching by the beginning of T2, 2020	To be complete by Q3, 2020
<ul style="list-style-type: none"> <li>Prevention</li> <li>Detection</li> <li>response</li> <li>ongoing continuous improvement</li> </ul>	8. Develop training materials for students based on examples of breaches AI	HOSs, CC and unit coordinators		Improves procedural fairness, transparency, quality assurance and improvement of academic quality	To commence by Q2, 2020
<ul style="list-style-type: none"> <li>ongoing continuous improvement</li> </ul>	9. Evaluate MIT101 program to ensure it supports students with English as an additional language (EAL) and culturally and linguistically diverse (CALD)	Library, EMC, and CoL		Roadmap to be implemented	To implement T2, 2020

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<ul style="list-style-type: none"> <li>Prevention</li> <li>Detection</li> </ul>	10. Educate students highlighting and promoting the importance of academic integrity through AMS, Moodle and EDMs every trimester	EMC		Increase awareness of AI	Ongoing
<ul style="list-style-type: none"> <li>ongoing continuous improvement</li> </ul>	11. Cross-disciplinary engagement between academics and with administrative staff to result in improved consistency in interpretation and application of AI policies as a basis for more effective reporting	ED, HoSs, General Manager (GM), AB representative, Compliance Officer		Working Party to schedule staff workshop to facilitate a more systemic approach to cross-disciplinary consistency in policy implementation	In progress - AB 20.4 to initiate a Working Party to report by AB 20.7
<ul style="list-style-type: none"> <li>ongoing continuous improvement</li> </ul>	12. Further exploration and exploitation of technologies for detection of breaches	HoSs, GGM, Academic staff		Use of Turnitin is now compulsory and other technologies, e.g CADMUS are being trialled	Implementation completed T2, 2019

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<ul style="list-style-type: none"> <li>Detection</li> <li>response</li> <li>ongoing continuous improvement</li> </ul>	<p>13. Annual reporting:</p> <ul style="list-style-type: none"> <li>to AB on AI by ASA including changes requested by AB in reporting format and comparative trend analysis to make transparent issues of interest and potential concern</li> <li>recommendations from the AB to the ARMC on improved identification of risks to update the risk register as appropriate</li> </ul>	ED, HoSs, ASA	<p>Academic Board</p> <p>Audit and Risk Management Committee</p> <p>Board of Directors</p>	<p>Initiatives in 2020-2021 focus on the collaborative practice between AB and administrative staff to increase the transparency of reporting</p>	2020-2021*
<ul style="list-style-type: none"> <li>Prevention</li> <li>Detection</li> <li>response</li> </ul>	<p>14. Assessment Sub-Committee reports to TLC on:</p> <p>a. reviews of assessment</p>	Assessment Sub-Committee	Teaching and Learning Committee	Prevention	Ongoing

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<ul style="list-style-type: none"> <li>ongoing continuous improvement</li> </ul>	<ul style="list-style-type: none"> <li>design to prevent breaches to AI</li> <li>b. alignment of assessment to learning outcomes</li> <li>c. impact of COVID-19 and shift to online learning in relation to AI</li> </ul>		Academic Board		

Legend	
ASA	Academic Services & Administration
BoD	Board of Directors
CC	Contract Cheating
CoL	Centre of Learning
ED	Executive Dean

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GGM	Group General Manager
HE	Higher Education
HoS	Head of School
WPCC	Working Party on Academic Integrity & Contract Cheating

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