Student Responsibilities

- Helping Others: Students are encouraged to assist one another on class work in ways that help the other student understand how to do it for themselves (as opposed to just giving or showing them the solution).

Unacceptable Actions

- Plagiarism: It is unacceptable to copy and pass off as one's own the ideas or words of another without properly crediting the source. SafeAssign, the college’s designated plagiarism checker, may be used on any submitted written work.
- Instances of inappropriate or unacceptable academic behavior will treated on a case by case basis with the consequences ranging from no credit on the assignment for those involved to automatic failure of or removal from the course. In addition, college authorities may be notified.

Middlesex Student Honor Code

Students are expected to be aware of and adhere to the college’s Honor Code (copies available from Student Affairs).

https://www.middlesex.mass.edu/deanofstudents/downloads/hcodeflyer.pdf

- Robert Kaulfuss, Social Science
PLAGIARISM POLICY: "Plagiarism is representing, intentionally or unintentionally, the words or ideas of another as one’s own work without correctly acknowledging the source, in any educational setting. It is the responsibility of the student to learn and use the correct methods of avoiding plagiarism in each class." Adapted from UMass Lowell's definition of plagiarism

Deliberate plagiarism is an extremely serious offense that may result in failing the course. Plagiarism includes not only copying from a published source or using internet materials without appropriate acknowledgment, but also presenting another student’s work as your own. If I find plagiarism in any essay or assignment, the assignment will receive a zero grade for that paper. If it happens twice, you will receive an F for the course.

Academic Integrity:
You are encouraged to study together and to discuss information and concepts covered in class with other students. You can give "consulting" help to or receive "consulting" help from such students. However, this should never involve one student having possession of a copy of all or part of work done by someone else. Should copying occur, both the student who copied work from another student and the student who gave material to be copied will both automatically receive a zero on the assignment.

- Carrie Finestone, English

Academic Integrity/Plagiarism
According to Middlesex Community College, “Plagiarism is representing, intentionally or unintentionally, the words or ideas of another as one’s own work in any academic exercise without correctly acknowledging its source. It is the responsibility of the student to understand the instructor's expectations within each course.” If you include outside sources in your work, you must cite these sources following the format that I give you. Contact me if you are unsure of whether or not you need to cite a source.

Self-plagiarism occurs when you submit your own previously produced work, for which you have received credit in another course. You are not allowed to self-plagiarize in this course.

If there is evidence that you have copied from another person or from another source (such as the Internet) without citing your source, or have self-plagiarized, you will receive a zero for the assignment and disciplinary action may be taken. If you plagiarize a second time, you will receive an F for the course. You may also be referred to the Academic Dean for discipline. PLAGIARISM IS A VERY SERIOUS OFFENSE.

I encourage you to study together and to discuss information and concepts covered in class with other students. However, it is academically dishonest to copy from someone OR to let someone copy from you. If you let someone copy your homework, paper, or any other assignment, you and the person who copied from you will both receive a zero for that assignment and disciplinary action may be taken.

The best way to improve your skills and be successful in this course is to DO YOUR OWN WORK.

- Professor, English
MCC Plagiarism Policy

"Plagiarism is representing, intentionally or unintentionally, the words or ideas of another as one's own work without correctly acknowledging the source, in any educational setting. It is the responsibility of the student to learn and use the correct methods of avoiding plagiarism in each class." (Adapted from UMass Lowell's definition of plagiarism as part of its policies on academic integrity). If it occurs, that assignment will get an F. If it happens twice, the course grade will be an F.

- Jill Keller, English

Academic Integrity:
This course will follow the guidelines for academic integrity as stated in the Honor Code in the current MCC Student Handbook. This includes but is not limited to the regulations governing student misconduct. Your work, whether it is homework assignments or exams, should always be your own. Plagiarism of any kind, including copying an assignment or parts of an assignment (homework/quiz/exam) with/without the consent of other student(s) will result in disciplinary action, including a grade of F for the course.

- Vikram Sharma, Business

PLAGIARISM:
Plagiarism is defined as copying anyone’s work and using that work as your own (even work that you have previously done for another class!).

1. If plagiarism is found in any essay or assignment, the assignment will receive no credit.
2. Plagiarism is an egregious error and tantamount to stealing; thus, a student may be asked to withdraw from the course if plagiarism is found in his work.

- Diane Traynor, English

CONDUCT: From the Student Handbook - Academic Misconduct includes:
Cheating
Receiving or giving unauthorized aid
Plagiarizing
Misrepresenting oneself or one's work
Lying, fabrication and falsification
Aiding or encouraging the academic misconduct of others
Disruption of the classroom instruction atmosphere

Separate classroom policy: Cell phone use is not allowed in the room during class time and during exams. They are to be turned off and put away either on your person or in your backpack/etc. The use of any other electronic device may be used only after prior approval by the instructor.
Violations of the above situations will result in academic discipline (1 to 15 points lost from semester grade) or, if chronic, expulsion from the class for the rest of the semester.

- Professor, Science
PLAGIARISM
"Plagiarism is representing, intentionally or unintentionally, the words or ideas of another as one's own work without correctly acknowledging the source, in any educational setting. It is the responsibility of the student to learn and use the correct methods of avoiding plagiarism in each class."
Adapted from UMass Lowell’s definition of plagiarism.

I take plagiarism very seriously. While collaborative study and seeking assistance is encouraged, each student is expected to turn in work that is completely done by that student. If you hand in work that has been done by someone else, I almost always know. I would much rather get your own work written in your own unique style, even with some mistakes, than someone else’s perfect assignment. This applies to both written and programming assignments. You will learn more and benefit from doing your own work. You will seriously harm your progress and success if you use someone else’s work.

Examples of plagiarism in this course: copying any code from the internet or from another student, even if you change some things, even if they allow you to; handing in an assignment that contains someone else’s work, having someone else write any of your code. An assignment that contains plagiarism will receive a zero grade. If two people hand in essentially the same work, both will receive a zero for that assignment. If you receive two plagiarism zeroes, you may be withdrawn from the class.

How to avoid plagiarism in this course: Hand in your own work, don’t let anyone have access to your program files, don’t leave your assignment solutions on an MCC computer, don’t copy any code from the internet or from someone else’s assignment. Ask the professor if you have any confusion about this issue.
Any student may be asked to meet with the professor to explain their submitted code for any assignment. If you cannot explain your code sufficiently, you may earn a zero for that assignment.

HONOR CODE
Middlesex Community College seeks to foster a climate for academic achievement, personal growth, and community engagement, based on a strong sense of mutual respect, integrity, and social responsibility.
As individuals, we will be honorable and accountable for our own work and actions in all that we say, write and do. As a college, we will support and promote the integrity and well-being of our community. I pledge to support and uphold the Middlesex Community College Honor Code as set forth below:
The College’s honor code applies in the classroom, on the college campuses, and at college sponsored activities off-campus.

Rights
• Quality education and support
• Freedom of inquiry and expression
• A civil and respectful learning and campus environment
• Fair and equal treatment, including due process
• Privacy & confidentiality of academic and personal information and concerns

Responsibilities
• Respecting the rights and dignity of others
• Reporting incidents or situations that threaten or impact the safety and well-being of the college community
• Knowledge of and compliance with individual course policies and procedures
• Knowledge of and compliance with college policies, procedures, and authorities
  • Compliance with federal, state, and local laws

Academic Misconduct
• Cheating
• Receiving or giving unauthorized aid
• Plagiarizing
• Misrepresenting oneself or one’s work
• Lying, fabrication, and falsification
• Aiding or encouraging the academic misconduct of others

- Margie Bleichman, Computer Science
Academic Integrity Policy:
Students are expected to uphold the school’s standard of conduct relating to academic honesty. Students assume full responsibility for the content and integrity of the academic work they submit. The guiding principle of academic integrity is that a student’s submitted work, examinations, reports, and projects must be the student’s own work. Students will be guilty of violating the honor code if they:

1. Represent the work of others as their own.
2. Use or obtain unauthorized assistance in any academic work.
3. Give unauthorized assistance to other students.
4. Modify, without instructor approval, an examination paper, record, or report for the purpose of obtaining additional credit.
5. Misrepresent the content of submitted work.

Do be aware that your assignments will be submitted through Middlesex’s SafeAssign link.

The penalty for violating the honor code is severe. Any student violating the honor code is subject to receiving a failing grade for the course and will be reported to the Office of Student Affairs. If a student is unclear about whether a particular situation may constitute an honor code violation the student should meet with the instructor to discuss the situation.

- Professor, English

PLAGIARISM is a serious offense. If plagiarism is deemed accidental, student may receive an F for that assignment. If plagiarism is deemed intentional, student may receive an F for the course. As in law, ignorance is not an excuse. We will discuss plagiarism in class, but ultimately it is the student’s responsibility to abide by all academic standards.

- Professor, Business

Everyone is welcome.
Inclusivity is key and we will encourage all intercultural communication and dialogue. I will also expect mature and courteous behavior, just as you should expect this from me; what this entails is treating one another - and the class itself - with respect, coming to class on time and staying for the entire class meeting, being attentive to what is taking place in class, and refraining from any disruptive behaviors which detract from a serious learning environment. Such negative behavior is unacceptable and will not be tolerated.

PLAGIARISM POLICY: Plagiarism will not be tolerated. I will ask you to upload your papers to Safe Assign in Black Board. If plagiarism is found in any essay or assignment, the assignment will receive a "0" without an opportunity to rewrite. You may also be reported to the Dean of Students for disciplinary action.

- Professor, Comp/Eng/Tech
**Academic Misconduct:** Students are expected to follow the Middlesex Community College Handbook regarding Student Conduct: Rules and Regulations. If caught plagiarizing, cheating or using another form of academic misconduct, the student will receive a zero for the assignment. If multiple offenses occur, disciplinary action will be required which can include failing the entire class. If you represent another person’s work as your own, then you will receive a “0” for the assignment. What does this mean? For example, if you are trying to write the definition of nullification theory for the final exam and you use the phrase “moderate alternative to succession” from the textbook and do not cite the source, then you have plagiarized. The work needs to be your own or you need to give credit. I will give more specific directions for the different types of assignments.

MCC’s plagiarism statement is as follows: *Plagiarism is representing, whether intentionally or unintentionally, the words or ideas of another as one's own work in any academic exercise without correctly acknowledging its source. It is the responsibility of the student to understand the instructor's expectations within each course.*

*In addition, there is an expectation that all work for this class is original for this course. Any assignments or papers or exams that you did for a previous class, including any history class, cannot be used for this class. All work must be new and original for this class at this time.*  

- Deb Botker, History

---

**Academic Honesty:** Plagiarism will not be tolerated. *Any work that is plagiarized will receive a grade of zero on the assignment and not be allowed to be made up.* While I realize it is tempting to copy and paste information from the web onto papers, you are expected to take the extra step and put information into your own words before passing it in. This helps to ensure that you really understand the points being made. In the instances when you find you can’t say it any better, you may use quotes but be sure to cite your source. *Cheating on tests or papers will result in a failing grade.*

**Plagiarism Statement:** “Plagiarism is representing, intentionally or unintentionally, the words or ideas of another as one’s own work without correctly acknowledging the source, in any educational setting. It is the responsibility of the student to learn and use the correct methods of avoiding plagiarism in each class.” (Adapted from UMass Lowell Handbook)  

- Professor, Psychology

---

These statements have been authored and borrowed by faculty. Statements are not approved by departments or the College as the language, expectations, and classroom response are at the faculty member’s discretion. Feel free to use these as a resource when preparing your own statements (and be sure to connect with authors or departments above for permission to use specific language). If yours is not listed here, please consider sending your statement(s) and policies about academic integrity to communitystandards@middlesex.mass.edu to share with colleagues.