FOR INFORMATION   **OPEN SESSION**

TO: Academic Board

SPONSOR: Professor Heather Boon, Vice-Provost, Faculty and Academic Life
CONTACT INFO: vp.fal@utoronto.ca

PRESENTER: See Sponsor
CONTACT INFO:

DATE: November 11, 2020 for November 18, 2020

AGENDA ITEM: 9a.

ITEM IDENTIFICATION: Provost's Annual Report on Cases of Academic Discipline 2019-2020

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.   **Academic Board [for information] (Nov 18, 2020)**

PREVIOUS ACTION TAKEN:

On November 21, 2019, the Academic Board received the Provost's Annual Report on Cases of Academic Discipline for 2018-2019.

HIGHLIGHTS:

Please see attached summary narrative Report.

FINANCIAL IMPLICATIONS:

There are no financial implications.

RECOMMENDATION:

For information.

Provost's Annual Report on Cases of Academic Discipline
2019-20

Academic integrity lies at the heart of the University's academic mission. U of T's academic integrity strategy is led institutionally by the tri-campus Provostial Advisory Group on Academic Integrity. Responsibility for academic integrity, however, is shared with the divisions. Dean's Offices, dedicated offices within the larger divisions, as well as faculty, instructors, librarians, writing centre instructors, and academic advisors all work together to support students to meet our expectations around academic integrity. The Centre for Teaching Support and Innovation also plays a significant role in supporting instructors to design assignments and syllabus structures that facilitate students' ability to showcase their knowledge and skills while meeting our expectations with respect to academic integrity.

Professional development workshops for faculty and staff engaged in academic integrity processes are also held biannually, with approximately 50 individuals typically attending. The workshops include advice on meeting a division's obligations under the *Code of Behaviour on Academic Matters* (the '*Code*'), as well as best practices for meeting with students whose actions are being considered as an offence under the *Code*.

The *Code* establishes two sets of procedures for addressing offences: one process for cases that are able to be managed entirely within the divisions, and one for those that proceed to the University Tribunal. Cases proceed to the Tribunal based on the seriousness of the type of offence, the relative weight of an assessment in which an offence has been alleged to be committed with respect to the course grade, or the fact that a student has not admitted to the behavior being charged. The Provost's Annual Report on Cases of Academic Discipline contains two Appendices that reflect these two processes, with **Appendix A** outlining statistics and trends pertaining to cases which are overseen completely by the divisions, and **Appendix B** providing statistics and timeliness of cases brought before the University Tribunal. The reporting of these statistics enables the Provost's Office and Dean's Offices to assess statistical trends pertaining to academic misconduct across the University.

The current pandemic has presented universities across North America with new challenges to academic integrity and assessments. In mid-March, both classes and assessments moved almost entirely online at the University, and continued in this format through the last day of the 2019-20 academic year (June 30, 2020). Regrettably, there were some students who took advantage of the move to online assessments to commit offences under the *Code*, primarily through the use of unauthorized aids while writing assessments that were intended to be completed individually and without any form of outside assistance.

It is important to note that the vast majority of U of T students continue to uphold our academic integrity standards. However, as a result of this change in the landscape, the total number of student offenders by division increased in 2019-20 to a total of 2.3% of the total student population. This increase in the number of offenders was not seen uniformly across the divisions, with many

divisions seeing no increase in the number of students who committed offences under the *Code*. The largest divisions by and large saw the greatest increase in numbers of offenders, although some of the divisions have not yet closed many or all of the cases from 2019-20, primarily due to delays in processing cases owing to the increase in volume, and growth in their numbers will therefore likely be reflected in next year's annual report.

The biggest increase appears to be in use of an 'unauthorized aid' offences, which nearly doubled in magnitude, and comprised more than 40 percent of all offences at the University last year. Unauthorized aids in the online environment include any outside materials used by a student in an assessment where the use of outside materials is expressly prohibited.

The Provost's Office, together with the divisions, has approached the move to online assessments in two ways: one, providing increased support for instructors with respect to assessment and proctoring design, and two, clearly communicating expectations about academic integrity to students in the new online learning environment. The Provost's Office provided support to the Centre for Teaching Support and Innovation (CTSI) in developing a resource for instructors on designing online assessments that are less likely to cause academic integrity issues, primarily through the use of "authentic" assessment design. The resource document is based on key research in this area, and provides specific tips geared to our learning management systems. All divisions have been asked to distribute this resource to each of their instructors. In addition, over the past six months, CTSI has developed an updated suite of webinars, seminars, resources, and supports for instructors on online course design, which have received very positive feedback from course instructors. Some divisions have also designated leads to coach and support their colleagues on online assessment and instruction design, and have created some unique techniques to minimize academic integrity issues within their division.

In addition, the University has invested in online proctoring software that can be used in a limited number of our courses due to the software provider's capacity limitations. Online/video proctoring is not a fool-proof solution to academic integrity issues however, and the University advises instructors that while they may choose to use such software, this should not be their first or only tool to combat academic offences; other options for creating effective online assessments should first be examined.

Communication of norms and expectations around academic integrity is the second key pillar of the University's approach to this issue. In this regard, the Provost's Office asked the Innovation Hub within the Division of Student Life to design a student communications campaign focusing on academic integrity online. This campaign is being designed by and for students, and was tested with student focus groups prior to launch. The campaign rolled out in October, just prior to midterm assessment season. Divisions have all received packages containing the campaign images, and have featured these on social media and in their own divisional and departmental communications with their students.

The Provostial Advisory Group on Academic Integrity, consisting of Vice Deans from each of the divisions, recently met to discuss this report, providing a forum for sharing of best practices and support to divisions on this issue as the new academic year progresses.

University Tribunal hearings have also been impacted by the pandemic. Hearings were paused for approximately six weeks to allow for guidance from public health officials, and to consult with Discipline Counsel, Downtown Legal Services, and the Tribunal chairs regarding the possible move to electronic hearings. Towards the end of April, the Tribunal moved to electronic hearings, and is now conducting such hearings for all types of cases, including those that are contested. This move has been seamless, and the Tribunal was one of the first tribunals in Ontario to move to electronic hearings for all types of cases.

The Provost's Office, together with colleagues across the divisions, will continue to actively monitor academic integrity issues across the University as they do every year, but with particular attention this year to the online learning context. Academic Integrity remains integral to all students' education and learning at the University of Toronto.

Provost's Annual Report on Cases of Academic Discipline

Appendix A: Summary of Divisional Academic Discipline Cases 2019-2020

Table 1: Total Number of Student Offenders by Division
(only where a sanction is imposed and the case is closed by the division)

Division	2015-16		2016-17		2017-18		2018-19		2019-20	
	Total # of Student Offenders by Division	% of Offenders based on Student Population	Total # of Student Offenders by Division	% of Offenders based on Student Population	Total # of Student Offenders by Division	% of Offenders based on Student Population	Total # of Student Offenders by Division	% of Offenders based on Student Population	Total # of Student Offenders by Division	% of Offenders based on Student Population
Applied Science & Engineering	99	1.7%	75	1.3%	57	1.1%	70	1.3%	226	4.2%
Architecture	7	0.8%	13	1.4%	29	2.8%	10	0.9%	11	1.1%
Arts & Science	590	2.1%	718	2.6%	535	1.9%	657	2.4%	751	2.7%
Dentistry	11	2.6%	7	1.6%	2	0.5%	3	0.7%	5	1.1%
Graduate Studies	44	0.3%	41	0.2%	51	0.3%	34	0.2%	39	0.2%
Law	2	0.3%	0	0%	2	0.3%	0	0%	0	0%
Medicine	2	0.04%	4	0.1%	0	0%	0	0%	1	0%
Music	4	0.7%	0	0%	8	1.5%	19	3.5%	24	4.3%
Nursing	4	1.1%	1	0.3%	3	0.9%	3	0.9%	1	0.3%
OISE[1]	1	0.3%	0	0%	0	0%	N/A	N/A	N/A	N/A
Pharmacy	12	1.1%	21	1.9%	7	0.6%	4	0.4%	7	0.6%
Faculty of Kinesiology and Physical Education	4	0.4%	21	2.0%	7	0.7%	16	1.5%	7	0.7%
U of T Mississauga	432	3.2%	503	3.6%	511	3.6%	582	4.0%	460	3.0%
U of T Scarborough	218	1.7%	414	3.2%	493	3.6%	192	1.4%	608	4.4%
Total	**1430**	**1.6%**	**1818**	**2.1%**	**1705**	**1.9%**	**1590**	**1.8%**	**2140**	**2.3%**

[1] From 2018-19 onwards, OISE became a solely graduate division, and its statistics were reported under the Graduate Studies entry.

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

Division	2015-16	2016-17	2017-18	2018-19	2019-20
Applied Science & Engineering	12	10	14	4	23
Architecture	0	0	2	3	4
Arts & Science	61	58	49	57	75
Dentistry	0	0	0	1	0
Graduate Studies	1	0	1	5	2
Law	0	0	0	0	0
Medicine	0	0	0	0	0
Music	0	0	0	0	1
Nursing	0	0	0	0	0
OISE	0	0	0	N/A	N/A
Pharmacy	0	0	0	0	0
Faculty of Kinesiology and Physical Education	0	0	0	1	0
U of T Mississauga	62	54	79	94	60
U of T Scarborough	17	11	79	29	35
Total	**153**	**133**	**224**	**194**	**200**

Total Number of Offenders and Repeat Offenders Per Year - All Divisions
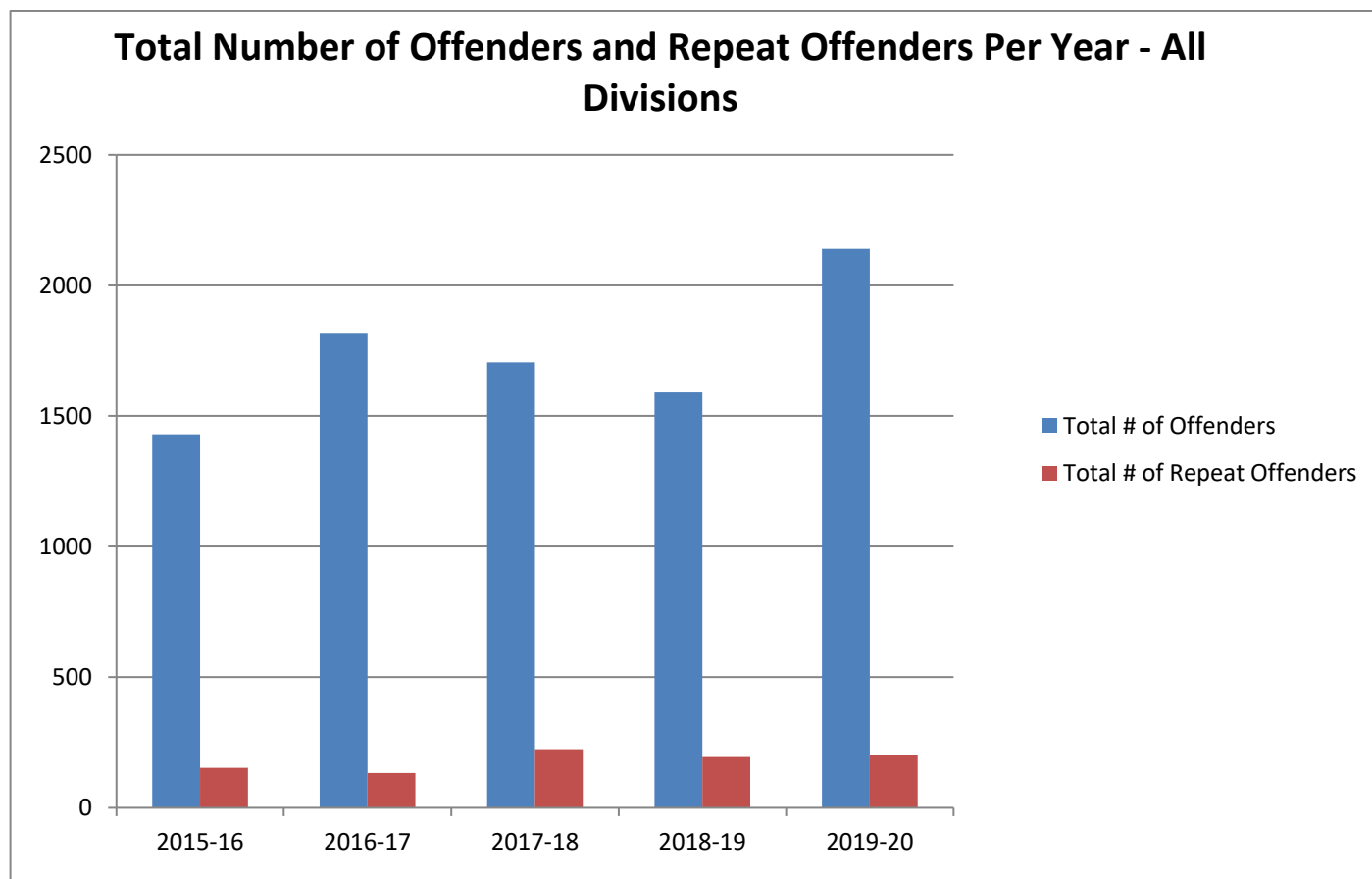
Table 3: Total Number of Offences by Type – All Divisions

Charge Code	Charge Text	2015-16	2016-17	2017-18	2018-19	2019-20
B.i.1(a)	Forgery (documents, not transcripts)	53	46	28	64	40
B.i.1(b)	Unauthorized aid	585	649	600	578	953
B.i.1(c)	Personation	15	13	3	5	0
B.i.1(d)	Plagiarism	840	1002	1082	935	1124
B.i.1(e)	Re-submission of work	33	31	14	21	25
B.i.1(f)	Concoction	20	5	14	13	15
B.i.3(a)	Forgery (academic records)	2	6	0	0	1
B.i.3(b)	Cheating for academic advantage	55	66	46	43	45
	Total	**1603**	**1818**	**1787**	**1659**	**2203**

Total Number of Offences by Type Per Year - All Divisions
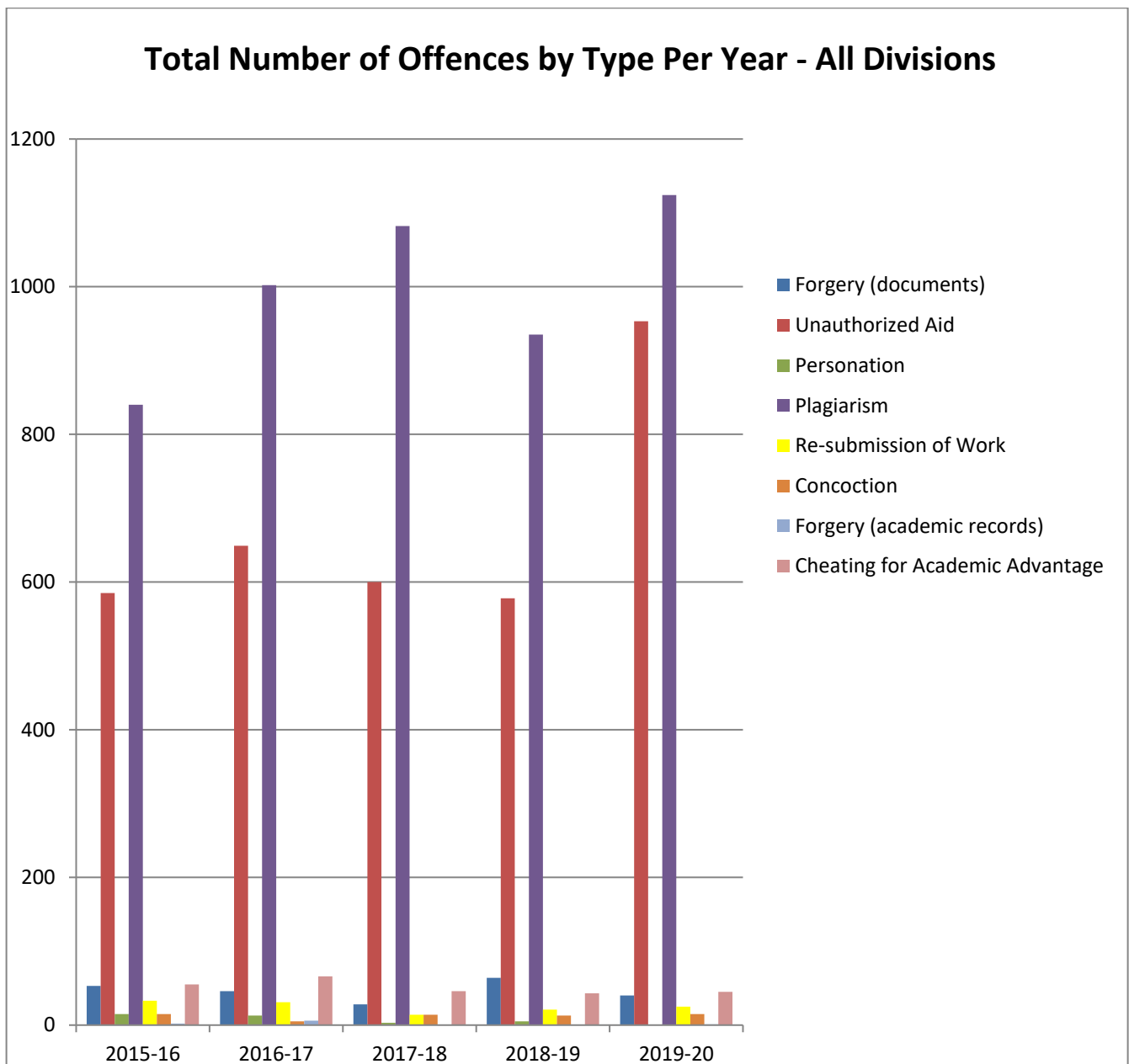
Total Top Two Offences Per Year - All Divisions

Legend:
- Plagiarism
- Unauthorized Aid
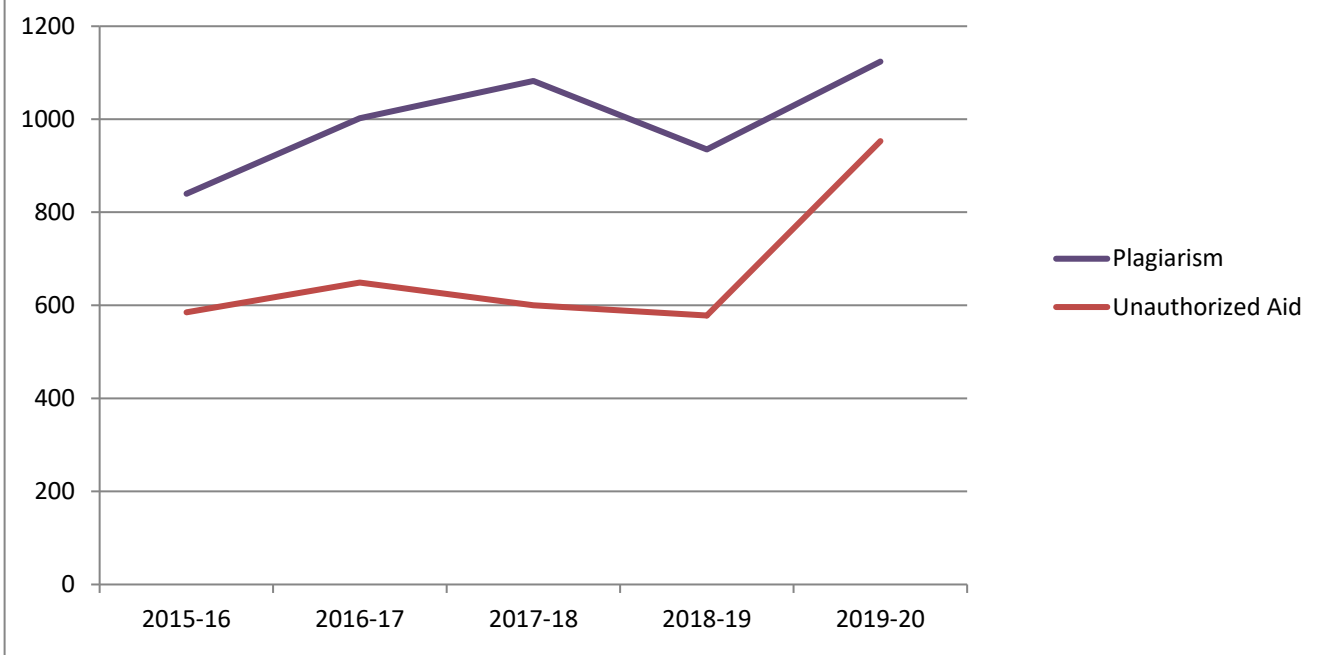
Total Number of Offences by Type for 2019-20 - All Divisions *

- Plagiarism - 51%
- Unauthorized Aid - 43%
- Cheating for Academic Advantage - 2%
- Forgery (Academic Records) - 0%
- Re-submission of Work - 1%
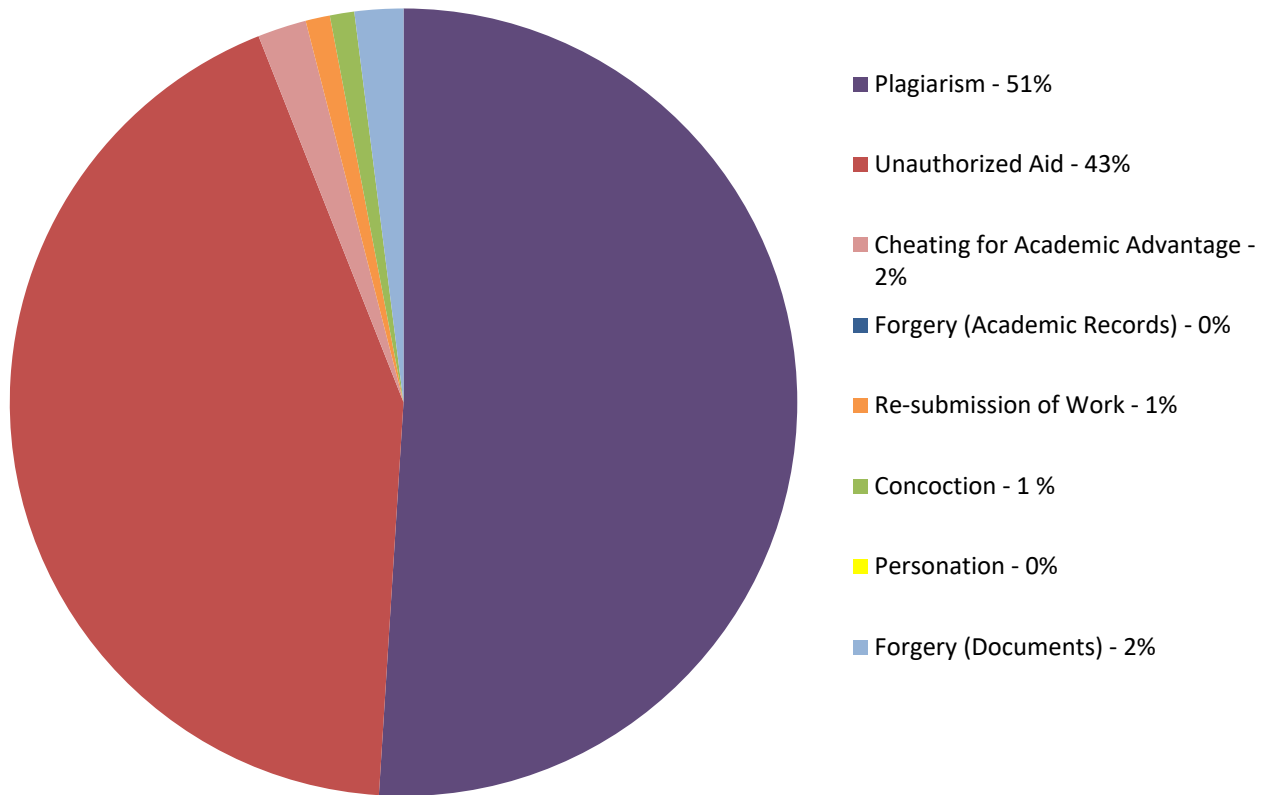- Concoction - 1 %
- Personation - 0%
- Forgery (Documents) - 2%

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	6-9 months	9-12 months	12-15 months	Total
2015-16	86.1%	7.8%	3.3%	2.8%	100 %
2016-17	89.2%	6.3%	1.9%	2.5%	99.9%
2017-18	77.5%	8%	5.3%	9%	99.8%
2018-19	79.5%	8.7%	5.5%	6.3%	99.9%
2019-20	86.5%	7.5%	2.9%	1.3%	98.2%

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	6-9 months	9-12 months	12-15 months	Total
2015-16	93%	4.3%	1.5%	1.2%	100 %
2016-17	94.7%	2.9%	1.2%	1.2%	100 %
2017-18	81%	6.3%	2.2%	10.2%	99.7%
2018-19	86.6%	5.2%	4.2%	3.9%	99.9%
2019-20	92.1%	4.7%	1.4%	0.4%	98.6%

Table 4C: Timeliness for 2019-2020- By Division

	2019-20				
Division	Time between Date of Offence and Case Resolved				
	6 months	6-9 months	9-12 months	12-15 months	Total
Applied Science & Engineering	100%	0%	0%	0%	100%
Architecture	0%	25%	8%	0%	33.3%
Arts & Science	85.9%	11.3%	2.6%	0.3%	100.1%
Dentistry	100%	0%	0%	0%	100%
Graduate Studies	97.5%	0%	0%	0%	97.5%
Law	N/A	N/A	N/A	N/A	N/A
Medicine	100%	0%	0%	0%	100%
Music	100%	0%	0%	0%	100%
Nursing	100%	0%	0%	0%	100%
Pharmacy	100%	0%	0%	0%	100%
Kinesiology & Physical Education	0%	71%	0%	0%	71%
U of T Mississauga	70.7%	9.9%	7.9%	4.9%	93.4%
U of T Scarborough	94.6%	3.9%	0.9%	0.6%	100%
Total	86.5%	7.5%	2.9%	1.3%	98.2%

Table 4D: Timeliness for 2019-2020 By Division

Division	2019-20				
	Time between Date Academic Integrity Office Became Aware and Case Resolved				
	6 months	6-9 months	9-12 months	12-15 months	Total
Applied Science & Engineering	100%	0%	0%	0%	100%
Architecture	16.7%	8.3%	8.3%	0%	33.3%
Arts & Science	93%	6%	0.9%	0.1%	100%
Dentistry	100%	0%	0%	0%	100%
Graduate Studies	97.5%	2.5%	0%	0%	100%
Law	N/A	N/A	N/A	N/A	N/A
Medicine	100%	0%	0%	0%	100%
Music	100%	0%	0%	0%	100%
Nursing	100%	0%	0%	0%	100%
Pharmacy	100%	0%	0%	0%	100%
Kinesiology & Physical Education	0%	71.4%	0%	0%	71.4%
U of T Mississauga	80.4%	9.3%	4.5%	1.3%	95.5%
U of T Scarborough	98.2%	1.2%	.5%	.2%	100.1%
Total	92.1%	4.7%	1.4%	.4%	98.6%

*For Timeliness Tables 4 A, B, and D, some totals do not equal 100%, because of rounding or due to the fact some cases took longer than 15 months to resolve.

Provost's Annual Report on Cases of Academic Discipline

Appendix B: Summary of University Tribunal Cases 2019-2020

Table 1: Overview of Open Cases

Year July 1-June 30	Cases Carried Forward charges laid before July 1	New Cases charges laid	Total Open Cases	Cases Resolved*	Cases Carried Forward ** (as of July 1, 2019)
2015-16	40	66	106	53	53
2016-17	53	68	121	61	60
2017-18	60	47	107	56	51
2018-19	51	49	100	49	51
2019-20	51	50	101	35	66

*These include cases that were returned to the decanal level/settled/withdrawn. There was also one resolved academic discipline case that was not processed through the *Code of Behaviour*.
** Some of these cases that were active (carried forward) on July 1st have since been closed.
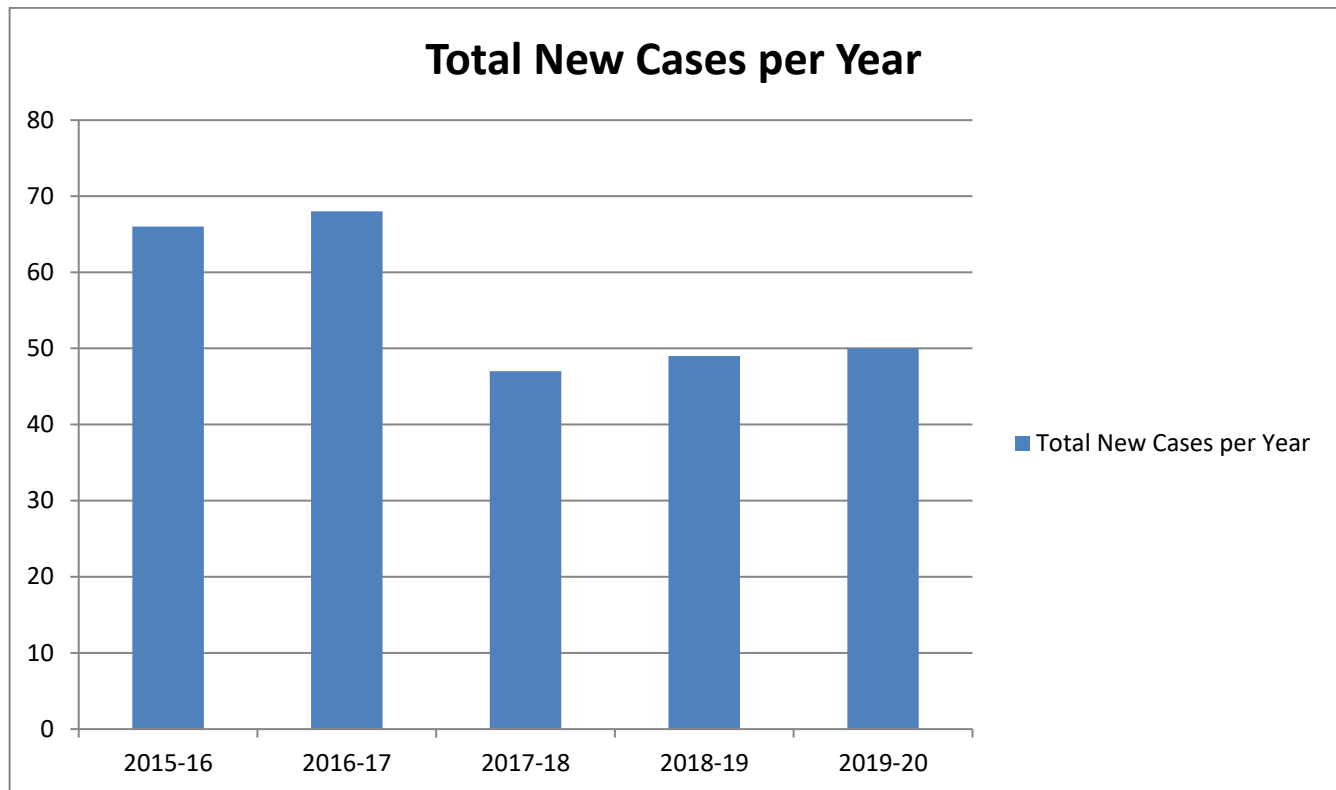
Table 2: Total Number of Cases by Final Outcome

Outcome	2015-16	2016-17	2017-18	2018-19	2019-20
Acquittal	1	0	1	0	0
Degree Recall	1	0	2	1	0
Degree Suspension*	0	0	0	1	0
Expulsion from University	8	8	16	13	7
Suspension	24	31	17	13	11
Returned to Decanal Level / Minutes of Settlement/Charges Withdrawn	19	22	21	21	17

NOTE: this column refers to those acquitted of <u>all</u> charges, not those acquitted of partial charges.

* The Degree Suspension column was added to the chart in 2018-19, when we recorded the first such sanction.

Table 3: Total Number of Cases Appealed*

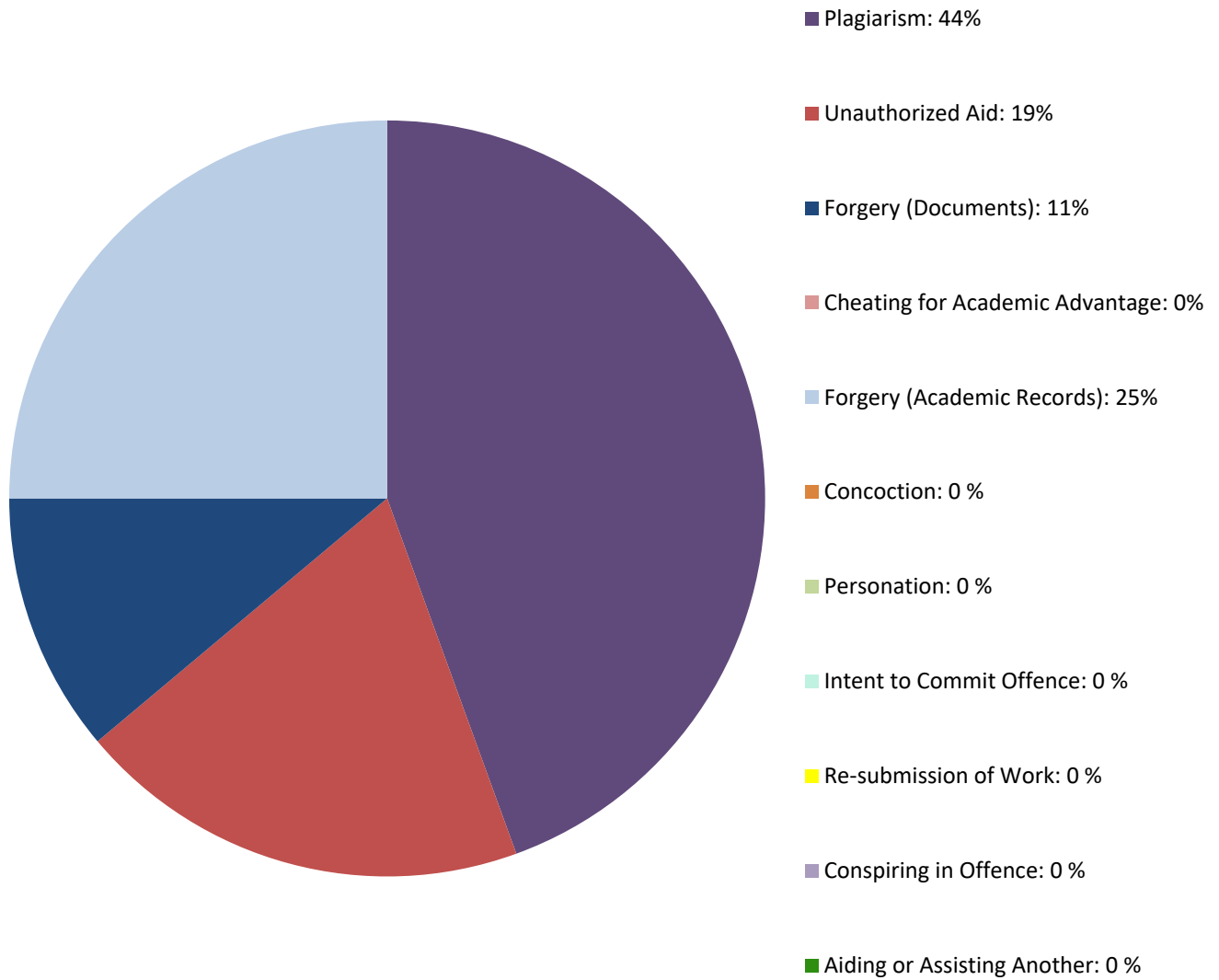|	2015-16	2016-17	2017-18	2018-19	2019-20
Total	1	2	4	1	0

* Appeal cases are reported in the year the decision is issued, and not in the year the appeal is filed.

Table 4: Total Number of Offences by Type*

Charge Code	Charge Text	2015-16	2016-17	2017-18	2018-19	2019-20
B.i.1(a)	Forgery (documents, not transcripts)	11	35	8	1	4
B.i.1(b)	Unauthorized aid or receiving assistance	14	10	4	4	7
B.i.1(c)	Personation	2	2	0	0	0
B.i.1(d)	Plagiarism	24	23	23	17	16
B.i.1(e)	Re-submission of work	0	0	0	0	0
B.i.1(f)	Concoction	5	2	0	2	0
B.i.3(a)	Forgery (academic records)	6	11	19	23	9
B.i.3(b)	Cheating for academic advantage	7	1	2	0	0
B.ii.1(a).ii	Aiding or assisting another	0	0	0	0	0
B.ii.1(a).iv	Conspiring in offence	0	0	0	0	0
B.ii.2	Intent to commit offence	1	0	1	0	0

* This chart captures all offences for which the Tribunal made an official finding of guilt. Offences that went back to the decanal level are counted by the Division, in order to avoid double counting.

Total Percentage of Offences by Type for 2019-2020*

- Plagiarism: 44%
- Unauthorized Aid: 19%
- Forgery (Documents): 11%
- Cheating for Academic Advantage: 0%
- Forgery (Academic Records): 25%
- Concoction: 0 %
- Personation: 0 %
- Intent to Commit Offence: 0 %
- Re-submission of Work: 0 %
- Conspiring in Offence: 0 %
- Aiding or Assisting Another: 0 %

*The percentages may not add up to 100% because of rounding.

Total Number of Offences by Type per Year

Legend:
- Forgery (Documents)
- Unauthorized Aid
- Personation
- Plagiarism
- Re-submission of Work
- Concoction
- Forgery (Academic Records)
- Cheating for Academic Advantage
- Aiding or Assisting Another
- Conspiring in Offence
- Intent to Commit Offence
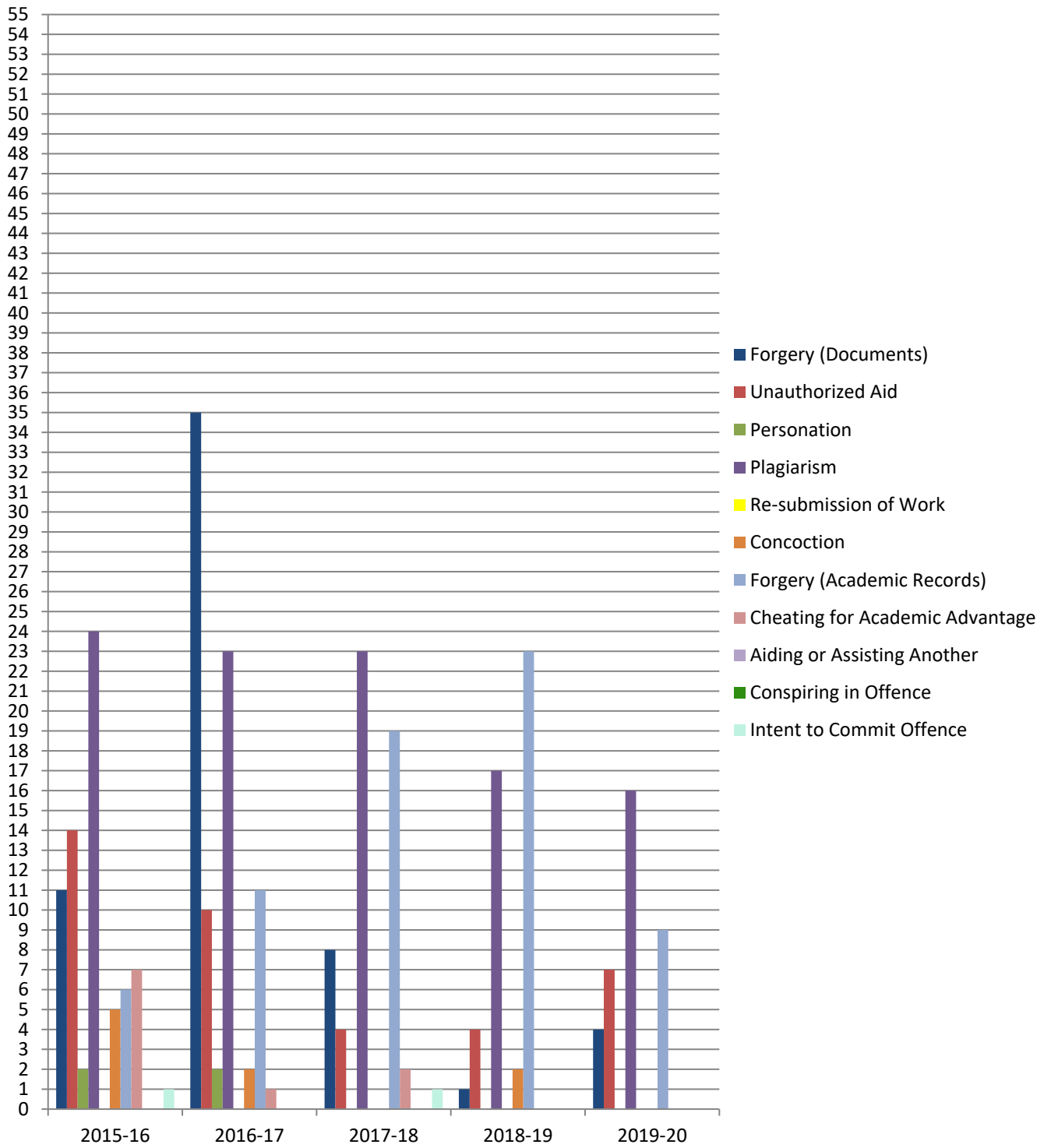
Table 5: Total Number of Offenders by Division*

Division*	2015-16	2016-17	2017-18	2018-19	2019-20
Applied Science & Engineering	2	2	0	2	0
Architecture, Landscape, Design		2	0	1	1
Arts & Science	17	12	14	10	13
Dentistry	0	0	0	0	0
Graduate Studies	1	4	7	8	1
Law	0	0	0	0	1
Medicine	1	0	0	0	1
Music	0	0	0	0	0
Nursing	0	0	0	0	0
OISE / UT	0	0	0	0	0
Pharmacy	0	1	3	0	0
Kinesiology & Physical Education	0	0	0	0	0
U of T Mississauga	24	34	19	21	13
U of T Scarborough	8	6	13	7	5

* This chart includes offenders whose cases went back to decanal level for resolution/settlement/withdrawal.

Table 6a: Timeliness between Charges Laid and Order Issued

Year July 1-June 30	Time between Charges Laid and Order Issued				
	Within 6 months	6-9 months	9 -12 months	12-15 months	Total*
2015-16	78%	13%	3%	6%	100%
2016-17	74.3%	20%	3%	0%	97%
2017-18	50%	30%	13%	3%	96%
2018-19	70%	11%	15%	4%	100%
2019-20	53%	33%	13%	0%	99%

* The total is calculated based on the total number of cases where an Order was issued. For 2019-20, an Order was issued in all but three cases that went to a hearing.

Table 6b: Timeliness between Charges Laid and Written Reasons

Year July 1-June 30	Time between Charges Laid and Written Reasons				
	Within 6 months	6-9 months	9-12 months	12-15 months	Total
2015-16	47%	26%	12%	3%	88%
2016-17	33%	31%	31%	0%	95%
2017-18	17%	26%	29%	11%	83%
2018-19	36%	43%	4%	14%	97%
2019-20	22%	39%	17%	11%	89%

NOTE: Tables 6a and 6b do not include offenders whose cases went back to decanal level for resolution or were settled, but it does include decisions that were appealed. Also, in 89% of cases that proceeded to a hearing, either an Order or written reasons were issued within 15 months. There were two cases where the process took longer than 15 months, either because of multiple sets of charges or multiple hearing dates.