Academic Integrity Subcommittee

Terms of Reference

Reporting to SCAD on matters of policy and to SCAP on matters of practice and procedure related to academic integrity, the Subcommittee has the following terms of reference:

- To advise on initiatives, programs, and activities designed to make academic integrity an integral part of Queen's University;
- To review and make recommendations to SCAD on matters of policy relating to academic integrity;
- To review and make recommendations to SCAP on matters of practice and process relating to academic integrity;
- To collect, retain, review, and prepare an annual report for the review of SCAP on central, university-wide academic integrity statistics/data;
- To review and advise on the development of educational and awareness programs and resources for Faculties, instructors, and students;
- To review matters of policy and procedure related to academic integrity arising from cases and activities in Faculties, Schools, and academic units;
- To deal with other matters related to academic integrity as referred to it (by Senate, SCAD or SCAP);
- To act as a point of reference relating to matters arising from the interpretation of policies and practices;
- To share information with and direct the Academic Integrity Roundtable on matters relating to Academic Integrity policy and practice, education and training.

The Academic Integrity Subcommittee is not empowered to render decisions on ongoing cases of Academic Integrity.

Composition

Chair of the Academic Integrity Subcommittee (Provost or delegate)
3 Faculty members at Large (appointed by the Provost)
1 Member of the AMS (student at large appointed by the AMS)
1 Member of the SGPS (student at large appointed by the SGPS)

If the SGPS President or delegate is a Law student preference will be given to a Graduate Student at large. If the SGPS President or delegate is a Graduate Student preference will be given to a Law student at large.
Official non-voting observers: University Ombudsman, University Secretary, AMS Academic Affairs Commissioner, SGPS President or delegate

Quorum: Three members shall constitute a quorum of which at least two must be faculty members and at least one must be a student member.

Administrative support: to be provided by the Office of the Provost and Vice-Principal (Academic)

Meetings: Normally once per term