

**Queen's University**  
**Senate Committee on Academic Procedures**  
Report to Senate – November 26, 2009

**CHANGES TO TERMS OF REFERENCE OF SCAP**

**Background**

On January 26, 2006, the Senate of Queen's University approved the "Academic Integrity Policy Statement". Previous to this date, it was more common to refer to 'academic dishonesty'. Since the Senate Committee on Academic Procedures (SCAP) determines procedures regarding academic integrity, it is therefore recommending a change in its Terms of Reference to reflect this change in language.

**Analysis and Discussion**

At its October 20, 2009 meeting, the members of SCAP discussed the above noted change in language and agreed that, as SCAP is the Senate Committee responsible for recommending policies on breaches of expected academic behavior, the Committee's Terms of Reference should reflect the evolution of the language and Queen's adoption of the Academic Integrity Policy Statement (2006) and Academic Integrity Procedures – Requirements of Faculties and Schools (2008).

**Recommendations**

SCAP approved a recommendation related to the following changes of its Terms of Reference:

Current:

To recommend policies on academic dishonesty to the Senate and to approve procedures developed to implement these policies.

For individual cases of academic dishonesty in which no appeal has been brought to the University Student Appeals Board, to conduct a review according to s.10 of the Senate Policy on Student Appeals, Rights and Discipline, and approve a recommendation that a student be required to withdraw from the University. SCAP shall report (in summary form) annually to Senate on the numbers and types of cases it has reviewed.

Proposed:

To recommend policies on *academic integrity* to the Senate and to approve procedures developed to implement these policies.

For individual cases of *a breach of academic integrity*, in which no appeal has been brought to the University Student Appeals Board, to conduct a review according to s.10 of the Senate Policy on Student Appeals, Rights and Discipline, and approve a recommendation that a student be required to withdraw from the University. SCAP shall report (in summary form) annually to Senate on the numbers and types of cases it has reviewed.

**Summary**

The Senate Committee on Academic Procedures asks that appropriate procedures be taken to formalize its recommendation for amendments to its Terms of Reference.