



# OFFICE OF STUDENT JUDICIAL AFFAIRS (OSJA)

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ANNUAL REPORT  
2014/15 ACADEMIC YEAR

[www.osja.ualberta.ca](http://www.osja.ualberta.ca)



**UNIVERSITY OF ALBERTA**  
OFFICE OF STUDENT  
JUDICIAL AFFAIRS

# MANDATE

The Office of Student Judicial Affairs (OSJA) is mandated to deal with issues around the Code of Student Behaviour. Approaching the Code in terms of awareness, prevention and student discipline, the OSJA strives to ensure that students understand the expectations placed upon them by the Code and are able to participate freely and fully in the university community.

The OSJA is responsible for engaging in prevention activities, most notably the academic integrity program. Activities include presentations to classes, departments, and other groups as requested, and maintaining the website, found at [www.osja.ualberta.ca](http://www.osja.ualberta.ca).

When students do engage in behaviour that violates the Code of Student Behaviour, one of the two Discipline Officers in the OSJA investigates the allegations and makes decisions according to the procedures set out in the Code. Faculty Associate Deans (mostly academic offences) and University of Alberta Protective Services or Unit Directors (non-academic offences) refer files with recommendations for sanctions. The Discipline Officer meets with the accused student, investigates the complaint if the facts are in dispute, then makes a decision on whether the student violated the Code and, if so, what sanctions are warranted, using the recommendation from the Complainant as a starting point.

# ORGANIZATION

Throughout the 2014/15 academic year, Deborah Eerkes was the Director of the Office of Student Judicial Affairs. In this position she administers the office, oversees the preventative

programs and is one of the two Discipline Officers. Chris Hackett was Discipline Officer and Academic Integrity program coordinator.

# DISCIPLINE CASES

The attached charts reflect the number of cases completed by the Discipline Officer between July 1, 2014 and June 30, 2015. In order to align the numbers with those collected by University Governance, the cases counted in this report include those in which the appeal deadline falls between July 1, 2014, and June 30, 2015. Note that the statistics reported in this document reflect only the cases referred to the OSJA and do not provide total numbers for Code of Student Behaviour violations.

Over the year, the two Discipline Officers rendered a total of 44 discipline decisions. The complexity and seriousness of the offences is reflected in the sanctions imposed, including

5 expulsions, 7 exclusions, 18 suspensions, 27 orders of conduct probation, 2 fines, and 2 orders of restitution. Charges were dismissed in 4 cases. See Fig. 2 below for a three year comparison.

Of the 44 cases, 7 were appealed to the University Appeal Board; two were upheld, four were denied and one was still pending at the writing of this report. In addition, the OSJA heard one appeal of a violation notice, as compared to 2 the previous year.

DISCIPLINE OFFICER	NUMBER OF CASES COMPLETED		
	2014/15	2013/14	2012/13
D. Eerkes	23	19	27
C. Hackett	21	22	20
E. Adams	-	1	-
E. Blackburn	-	-	4
<b>Total Cases</b>	<b>44</b>	<b>42</b>	<b>51</b>

Fig. 1 Discipline Officers

SANCTION (In addition to sanctions already imposed by Deans and/or Unit Directors)	NUMBER IMPOSED		
	2014/15	2013/14	2012/13
Expulsion	5	1	2
Suspension	18	6	16
Conduct Probation	27	24	34
Fine	2	1	3
Exclusion	7	3	6
Suspension University Resources	0	1	0
Restitution	2	2	2
Reprimand	0	3	3
Charges upheld; no additional sanction	0	0	1
Charges dismissed; no sanction	4	6	2
<b>Total Sanctions</b>	<b>65</b>	<b>47</b>	<b>66</b>

Fig. 2 Disposition of Decisions of the Discipline Officer

Note: Some cases result in multiple sanctions, therefore the total number of sanctions (65) is greater than the number of cases (44).

# TRENDS

The OSJA completed a total of 44 case files for the 2014/15 academic year. While this is a slight increase over 2013/14, the office finished the year with 13 open investigations as well as the 44 completed files, showing an overall increase in cases. They are complex, often involving legal or procedural considerations. Investigations take on average 25 hours to complete, although the time required ranged from 6 hours for the simplest investigation to 97 hours for the most complex. Most cases fell within the 15-30 hour range.

The majority of academic discipline cases are handled at the Faculty level and OSJA does not become involved. Appropriately, only the most egregious cases are referred to the OSJA with recommendations for severe sanctions. These cases tended to be more complex in nature and often involved second offences. Because the statistics cited herein apply strictly to the Office of Student Judicial Affairs, any

trends identified in terms of academic misconduct must not be generalized to the entire University. For a total number of academic offences that did not involve a referral to the Office of Student Judicial Affairs, please refer to the Appeals Coordinator's report from University Governance.

Faculties submitted 19 of our 44 files, and roughly 57% came from University of Alberta Protective Services (non-academic misconduct). See Fig. 3 below for a three year comparison.

Of the 19 cases referred to the OSJA by Faculties for academic misconduct, 9 had prior offences and 5 had no record of prior offences but were found to have committed multiple offences simultaneously. The remaining 5 cases were deemed sufficiently serious to warrant a severe sanction for a first offence.

COMPLAINANT	NUMBER OF CASES COMPLETED		
	2014/15	2013/14	2012/13
Agricultural, Life and Environmental Sciences	2	0	1
Arts	6	3	1
Business	2	1	1
Education	0	0	1
Engineering	1	1	0
Extension	2	0	0
FGSR	3	2	2
Pharmacy	0	0	1
Physical Education and Recreation	0	0	1
Science	3	2	8
Residence Services	0	0	1
University of Alberta Protective Services (UAPS)	25	31	33
<b>TOTAL</b>	<b>44</b>	<b>42</b>	<b>51</b>

Fig. 3 Origin of Cases

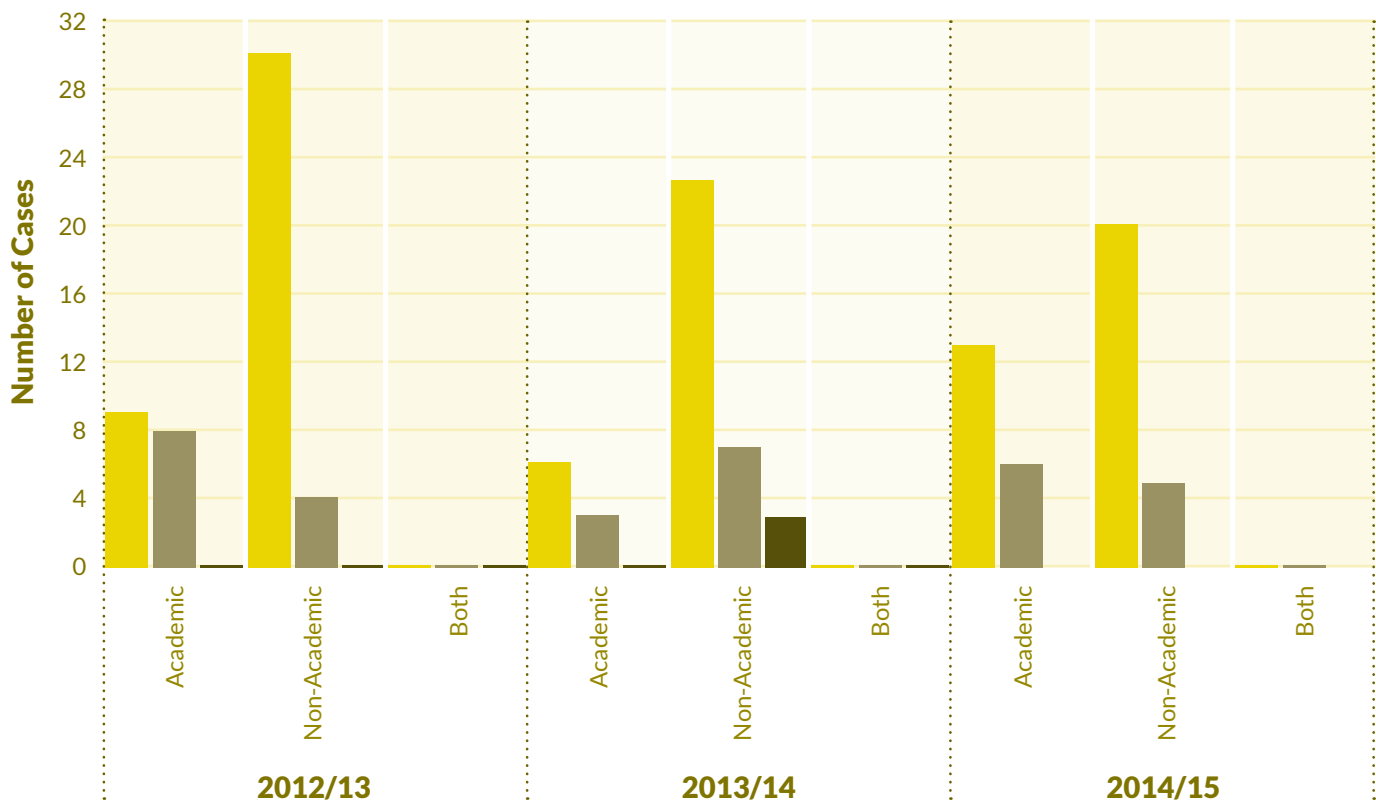
As is often the case, gender seems to play a role in non-academic offences: 20 out of 25 students who committed non-academic offences were male, 5 were female. This year was unusual in the sense that there was also a marked gender difference in the academic misconduct cases, in which more than twice as many male as female students were found to have committed offences. Note that Student Groups no longer fall under the Code of Student Behaviour as of February 2014.

		MALE	FEMALE	GROUP
2014/15	Academic	13	6	N/A
	Non-Academic	20	5	N/A
	Both	0	0	N/A
2012/13	Academic	6	3	0
	Non-Academic	23	7	3
	Both	0	0	0
2011/12	Academic	9	8	0
	Non-Academic	30	4	0
	Both	0	0	0

Fig. 4 Case by Type and Gender



Fig. 4a Case by Type and Gender



International students figured prominently as well: overall, 52% of the students seeing a Discipline Officer in 2014/15 were international students. The offences for which they were being charged were nearly evenly split between academic offences (11) and non-academic offences (12).

Of the 44 cases in the Office of Student Judicial Affairs, students in their first and fourth years, as well as graduate students, were most likely to violate the Code of Student Behaviour. Nine (9) first-year students, 7 second-year students, 3 third-year students, and 9 fourth-year students committed violations. In addition, 9 graduate students – 6 in Doctoral programs and 3 working toward Masters’ degrees – were referred to the OSJA last year. Seven (7) other Students who were in the “N/A” category (Open Studies, After Degree programs or the Faculty of Extension), were required to meet with a Discipline Officer. See Figure 5 below for a three year comparison.

Fig. 5 (right) Case Type by Student Year of Program

		ACADEMIC	NON-ACADEMIC
2014/15	1	2	7
	2	3	4
	3	2	1
	4	4	5
	5	0	0
	GS	4	5
	NA	4	3
2013/14	1	0	5
	2	1	9
	3	4	5
	4	1	1
	5	0	1
	GS	2	5
	NA	1	7
2012/13	1	0	6
	2	4	10
	3	5	7
	4	5	5
	5	1	2
	GS	2	2
	NA	0	2

■ Non-Academic  
■ Academic

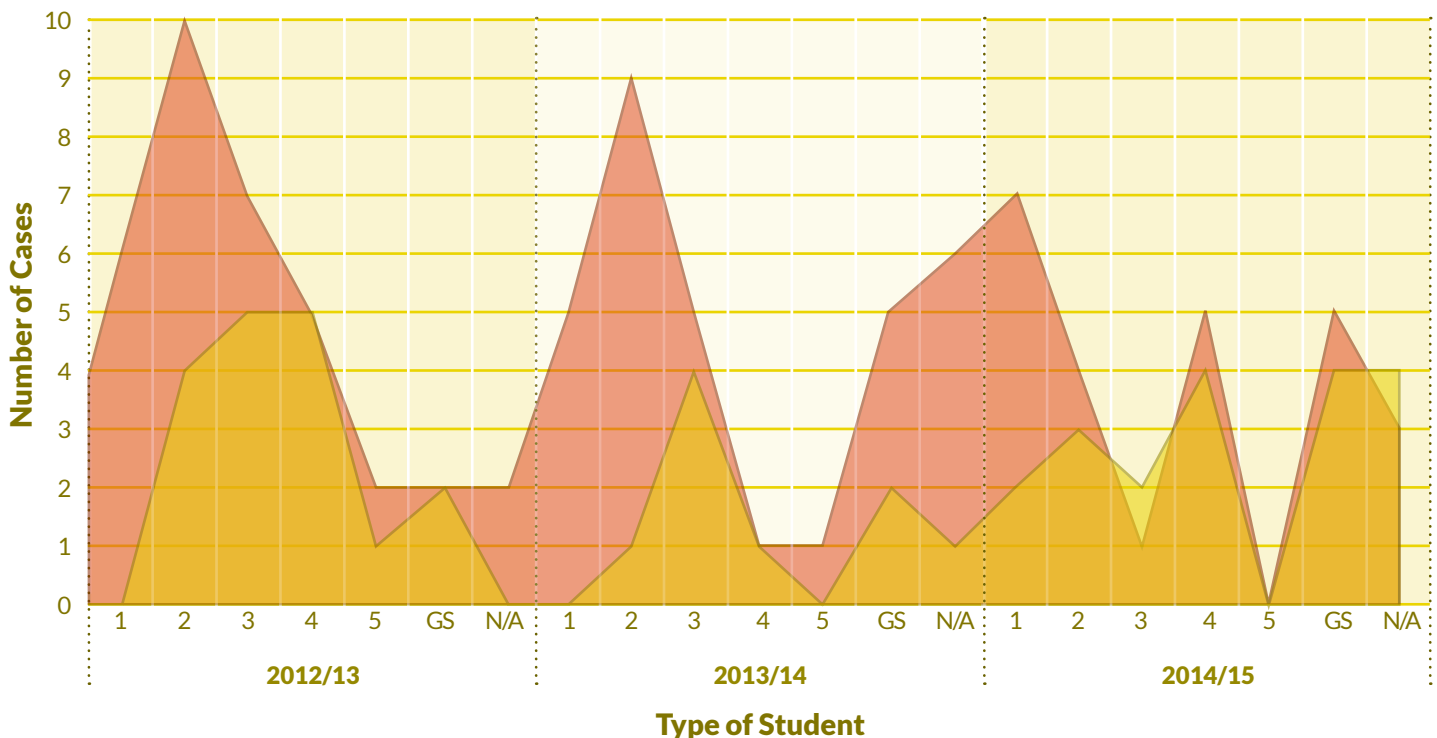


Fig. 5a Case Type by Student Year of Program

Charges included plagiarism (10), cheating (14), research misconduct (1), disruption (6), dissemination of malicious material (1), violation of safety or dignity (28), damage to property (5), unauthorized use of facilities, equipment, materials, services or resources (1), breach of rules external to the Code (11), misrepresentation of facts (5), and participation

in an offence (1). In addition, a total of 10 charges were dismissed, either because the charge was not met or the offence did not fall within the authority of the Code of Student Behaviour. Of the 28 charges of Violation of Safety or Dignity, 13 would be classified as gender-based violence.

CHARGES CONSIDERED	2014/15	2013/14	2012/13
Plagiarism	10	4	6
Cheating	14	7	11
Misuse of Confidential Materials	10	0	0
Inappropriate Behaviour in Professional Program	0	0	0
Research and Scholarship Misconduct	1	1	0
Disruption	6	10	1
Discrimination	0	0	0
Dissemination of Malicious Material	1	2	0
Unfounded Allegations	0	0	0
Violations of Safety or Dignity	28	28	23
Hazing	0	5	0
Retaliation	0	0	0
Damage to Property	5	4	12
Unauthorized Use of Facilities, Equipment, Materials, Services or Resources	1	6	13
Alcohol Provision	0	1	0
Breach of Rules External	11	1	0
Identification	0	2	1
Misrepresentation of Facts	5	2	4
Participation in an Offence	1	8	1
Bribery	0	0	1
Student Groups Appendix 2 (Use of University Resources)	0	0	0
Total charges considered	93	81	84
Charge Dismissed	20	20	11
<b>Total Charges Upheld</b>	<b>73</b>	<b>61</b>	<b>73</b>

**Fig.6 Charges under the Code**

*Some cases contain multiple charges against a student, therefore the total number of charges considered (93) is higher than the number of cases (44).*

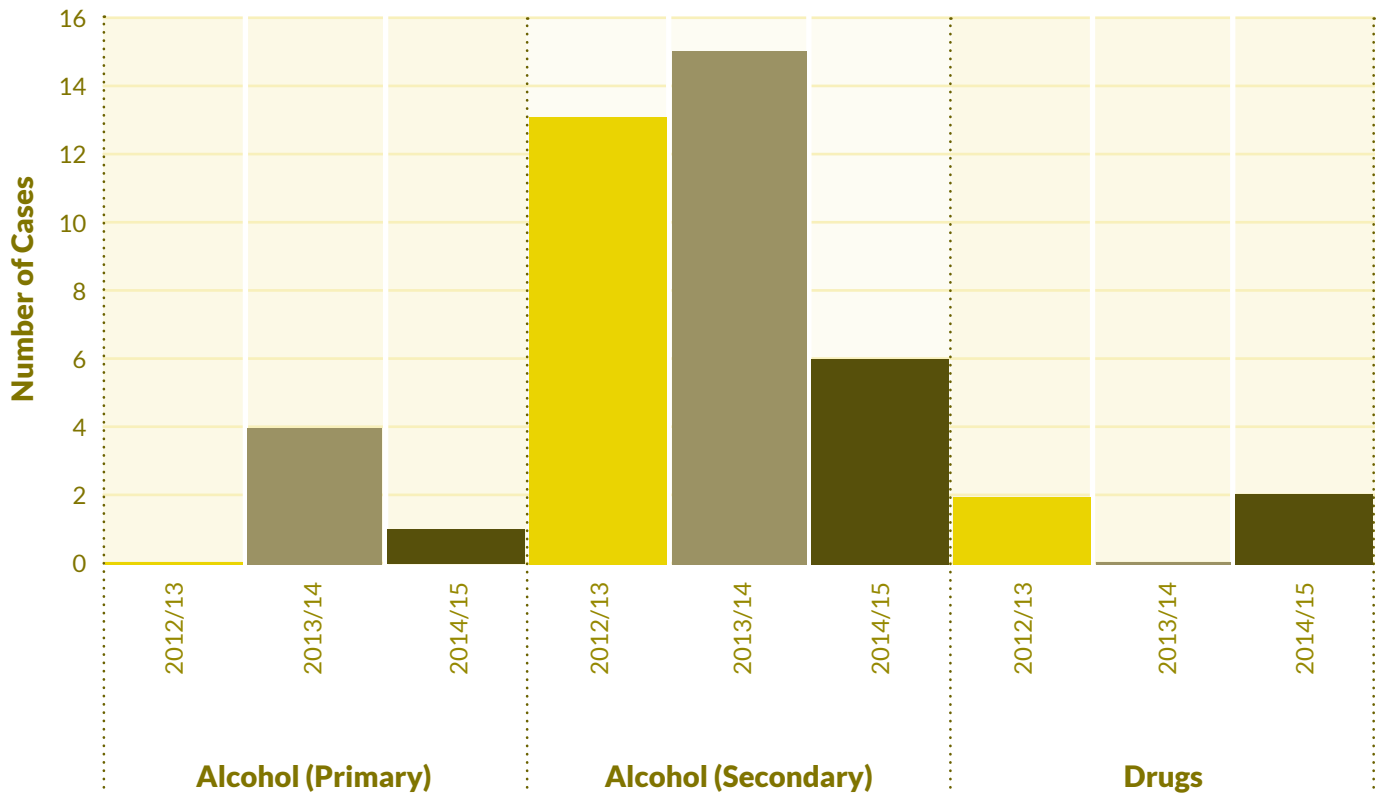
Alcohol and drug related offences have decreased significantly this year. Of the 44 cases, only one was directly related to alcohol (that is, violations like public intoxication or open alcohol, in which alcohol was the determining factor) and 6 were indirectly related to alcohol (that is, students reported committing the offence while intoxicated, and therefore alcohol was a contributing factor only), and 2 related to drug sales, possession or use. See Fig. 7 to the right for a three year comparison.

	2014/15	2013/14	2012/13
<b>Alcohol - Primary</b> Incidents directly related to alcohol provision or use	1	4	0
<b>Alcohol - Secondary</b> Incidents in which the student reported committing the offences while intoxicated	6	15	13
<b>Drugs</b> Illegal possession or sale of intoxicating substances other than alcohol	2	0	2

Fig. 7 Alcohol and Drugs



Fig. 7a Alcohol and Drugs





## Academic Integrity Handbook for Instructors and TAs

This Handbook was originally written in 2003 as a complement to the Code of Student Behaviour and a guide to promoting academic integrity, and has been updated and distributed annually. 2014/15 is the first year the Handbook was entirely online. It can be found at:

[osja.ualberta.ca/en/Instructors/Resources.aspx](http://osja.ualberta.ca/en/Instructors/Resources.aspx)

## Academic Integrity promotional videos

In early 2014, the OSJA, released three videos promoting academic integrity to provide a starting point for professors to discuss cheating and plagiarism and to help engage students in the discussion. By the end of the 2014/15 year, the videos collectively garnered 29,900 views. They are available on the OSJA website at [osja.ualberta.ca/Students.aspx](http://osja.ualberta.ca/Students.aspx)

## Provincial Academic Integrity Strategy

Following the symposium, and working with the Senior Student Services Officer (SSSO) group of Alberta, the OSJA and our MacEwan partners led a province-wide workshop on 17 April 2015 to develop a made-in-Alberta strategy to address academic integrity. With a focus on teaching and learning, the workshop resulted in a series of four academic integrity “statements” to be used at any Alberta institution, whether research intensive, technical or practice-based programs, to help teach academic integrity.

## Presentations

The OSJA provided a total of 49 presentations on academic integrity, restorative justice, the Code of Student Behaviour, student/staff interaction and student ethics this year, a slight decrease from last year’s total of 53 presentations. Presentations on campus included the International Centre, FGSR, Lister Residence, Centre for Teaching and Learning, Sexual Assault Centre, Healthy Campus Unit, Secondary Education, Faculty of Science, Residence Life, Engineering, the Global Administrators Leadership Delegation (GALD), and 100-level English classes.

## Academic Integrity Symposium (17–18 October 2014)

The OSJA partnered with MacEwan University to host an Alberta Academic Integrity Symposium. The keynote speaker was James M. Lang, author of *Cheating Lessons: Learning from academic dishonesty*. The symposium was attended by approximately 100 people from around the province, and session included a wide variety of topics, such as: international students and academic integrity, the use of text matching software to detect plagiarism, and teaching for integrity.

## Academic Integrity Council

One of the recommendations from the 2011 Academic Integrity Task Force was to form an Academic Integrity Council, made up of students, faculty and staff who have responsibilities or interest in academic integrity. The Council acts as an advisory body to the OSJA in order to coordinate efforts across campus and make improvements to the Academic Integrity program. The Council is chaired by C. Hackett and met twice in the 2014/15 academic year. Topics discussed included: engaging students in academic integrity before they get in trouble, assignment and test design to discourage academic misconduct, the Alberta Provincial Academic Integrity Strategy, and the Students’ Union’s report on international students and academic integrity.

## Academic Discipline Meeting

The OSJA organized and participated in a meeting for the key stakeholders in academic discipline, including Associate Deans, the Dean of Students, the Student OmbudService and the Appeals Coordinator. The meeting provides a forum for open communication between those involved in academic discipline and to address procedural issues that arise in our work. Topics covered this year included: the juxtaposition of academic and non-academic misconduct, creating a reporting culture, ensuring consistency across faculties, and paper mills / online homework services.

# UNIVERSITY COMMUNITY AND BEYOND

## Staff Development

The OSJA worked with Residence Services to design and deliver training to student and professional staff on restorative justice and investigation techniques. In addition, the OSJA provided the following professional development opportunities:

- Understanding the Code of Student Behaviour for Sexual Assault Centre volunteers;
- Response to high-risk drinking to the Health and Wellness Team (now the Healthy Campus Unit);
- Code of Student Behaviour for graduate student TAs (three sessions provided through the FGSR Teaching Week);
- Preventing and Addressing Academic Misconduct for faculty three sessions for the Faculty of Education and on through the Centre for Teaching and Learning); and
- Decision making under the Code of Student Behaviour for the Faculty of Science.

## Campus Law Review Committee (CLRC)

The Discipline Officer holds an Ex Officio position on CLRC, working closely with other CLRC members to propose policy updates and changes.

## University of Alberta Review of Prevention and Response to Sexual Assault

The OSJA embarked on a campus-wide review of the current state of prevention of and response to disclosures of sexual assault. Twenty two campus unit interviews were conducted, working toward a report for the Interim Vice-Provost and Dean of Students.

## Student Advisors' Conference

The OSJA provided an overview of the possibilities for using Restorative Justice techniques for community building and development on 11 March 2015.

## Inter University Conversation on Sexual Assault Prevention and Response

C. Hackett presented on the University of Alberta's response to sexual assault in Vancouver, BC on 21 April 2015.

## Coalition for Action on High Risk Drinking (CAHRD)



D. Eerkes Chaired the Coalition for Action on High Risk Drinking (CAHRD), which involves representatives from the Dean of Students' Office, UAPS, University Wellness, Residence Life, Office of the Student Ombuds, Risk Management Services, the Students' Union, and the Addictions and Mental Health Research Lab, Responsible Hospitality Edmonton, Alberta Health Services and the Alberta Gaming and Liquor Commission (AGLC). A self-assessment tool, called Check Yourself, for students to gauge their drinking habits in relation to social norms and personal harms was introduced in Fall 2009 and continued this past year. In addition, CAHRD has a seat on the Alberta Safer Bars Council, where we can connect with bar owners, police and health professionals as well as municipal representatives, and is connected with the Alberta Alcohol Strategy. Cerina Lee, student CAHRD member, and Melissa Visconti attended the Coalitions Connect Conference hosted by Alberta Health Services on behalf of CAHRD.

## Global Academic Leaders Development (GALD) program

The OSJA provided two sessions and held a discussion with groups of administrators from Chinese universities on disciplinary processes and academic integrity.

## International Center for Academic Integrity (ICAI) Conference

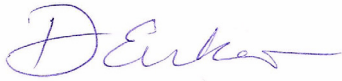
The OSJA provided a preconference workshop in Vancouver, BC on 27 February 2015 entitled, "Serious Message, Comedic Delivery."

## Restorative Justice Training

The OSJA is also engaged as members of the Residence Restorative Justice Training Team. The team designs and carries out annual staff training for all Residence Life Staff, as well as monthly training sessions addressing specific areas of Restorative Justice or Residence processes as needed. Given the success of the three day training last year, registration was again opened up across the country and a number of colleagues from seven Western Canadian institutions attended the training. A considerable amount of time was spent this year redesigning the curriculum, using a blended learning model with an online component and ample opportunity to practice new skills in person.

The OSJA looks forward to continued collaboration with other units within the University. The more we can forge ties with the University community, the stronger our prevention network will become.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Deerkes", with a stylized flourish at the end.

Deborah Eerkes, Director