Working Group on Academic Integrity and Ethical Practice

Working Group Membership and Terms of Reference

Context

The implementation plan for the UCD Strategy for Education and Student Success 2020-2024 was endorsed by the UMT Education Group on 26 January 2022. Academic integrity and ethical practice are a fundamental element of assessment and resonate with the aims and objectives of the UCD Strategy Rise to the Future and the national and international trends in the higher education landscape. A proposed academic integrity and ethical practice project, led by the Dean of Undergraduate Studies, has been identified as essential to supporting student learning and future proofing our assessment approaches. The University needs to develop a long-term approach to ensure that that highest standards of academic integrity and ethical practice are adhered to in all assessment contexts.

A Working Group of the UMT Education Group, with appropriate reporting mechanisms, is proposed to scope, initiate and oversee the implementation of a robust academic integrity and ethical practice approach to assessment in UCD.

Membership

    Professor Marie Clarke, Dean of Undergraduate Studies (Chair)
    Ms Lynn Foster, Student Engagement Manager
    Mr Eoin Hanratty, Head of Customer Services, UCD IT Services
    Mr Peter Hickey, Sub-librarian, UCD Library
    Dr Jennifer Keating, School of History
    Dr Tony Keene, School of Chemistry
    Ms Johanna Kennedy, Senior Examinations Logistics Manager
    Professor Paul McCabe, Dean of Graduate Studies
    Mr Marc Matouc, UCD SU Graduate Officer
    Ms Bronwyn Molony, Director of Quality Assurance
    Professor Aine Ni Dhubhain, School of Agriculture and Food Science
    Ms Martha Ní Riada, UCD SU Education Officer
    Professor Katherine O'Donnell, School of Philosophy
    Assoc Professor Geraldine O Neill, UCD Teaching and Learning
    Assoc Professor Paul Ryan, Vice-principal for Teaching and Learning, College of Business
    Assoc Professor Sue Rackard, School of Veterinary Medicine
    Dr Joyce Senior, School of Education, UCD Representative NAIN

The Working Group may co-opt academic or non-academic staff as required. Co-opted members will not have voting rights.

Working Group Terms of Reference:

The Working Group will:

i. Consider the evidence and data relating to academic integrity and ethical practice to best inform robust and supportive approaches in UCD. Evidence and data will be gathered through appropriate mechanisms including, but not limited to:
    - National and international benchmarking
    - Published scholarship
    - Existing institutional data
ii. Oversee a university-wide consultation process with faculty to explore current views about academic integrity and academic dishonesty
iii. Oversee a university-wide consultation with students to explore their views about academic integrity and academic dishonesty
iv. Consider data on the incidents of academic integrity breaches in each School, the nature of the breaches, the manner in which they were dealt with and outcome of the investigations
v. Consider data on the incidents of academic integrity breaches that were dealt with at university level.
vi. Consider, and make recommendations relating to, resources to best support academic integrity and ethical practice, which may include:
    - Piloting and procurement of third-party software to support academic integrity
    - New approaches to assessment design and grading
    - University wide funded projects to support academic integrity and ethical practice
    - Updates to existing university processes and systems
vii. Ensure that the project approach upholds, at all stages, the promotion of access, quality assurance in academic delivery, and data security.
viii. Consider and make recommendations relating to necessary training and supports for faculty, staff, and students in relation to academic integrity and ethical praxis in assessment.
ix. Be cognisant of possible changes to existing policies and regulations, and to notify the appropriate governance body in a timely manner.
x. Agree and oversee university-wide communications relating to the implementation of academic integrity and ethical practice policy, if adopted.
xi. Consider and report on benefits and risks of adopting different approaches and advise with reference to appropriate mitigation measures.

Reporting:

The Working Group will report to UMT EG, with updates as necessary to the Academic Council and its Executive Committee.

Conduct of Business:

- The Working Group will meet as required for the duration of the project.
- Meetings will be considered quorate when a third of its members are present, one of whom must be the Chair.
- Meetings will be convened by the Chair with notice of at least 2 weeks.
- The agenda and meeting papers will be circulated by email no later than 7 days before the meeting.
- Members may not nominate others to attend meetings on their behalf.

- Decision by electronic consultation may be facilitated in exceptional circumstances.
- The Working Group will be supported by the relevant project support.