STUDENT AFFAIRS ANNUAL REPORT DATA 04-05

Department Name  Office of Student Judicial and Ethical Programs

Location  UC 105

Phone Number  678-2298

Web Site  http://www.people.memphis.edu/~jaffairs/

Department Annual Report web link  N/A

Director Name  Dwayne Scott

Director Email  dscott@memphis.edu

Number of Full-Time Staff  2

Mission

Promote student development through discipline that is creative, thought provoking, and fosters the educational goals, mission, and values of the University community.

Major departments/functions/offices/responsibilities - brief listing

The Office of Student Judicial and Ethical Programs administers the University’s Code of Student Rights and Responsibilities which addresses issues of academic and personal integrity, civility, and dispute resolution. This office is responsible for investigating all aspects of complaints received from, faculty, staff and students and determining appropriate actions and/or sanctions (administrative hearing only). This office utilizes other departments such as the Center for Counseling, Learning and Testing as a resource to promote learning and modifying student behavior.
3 main departmental goals and related accomplishments/results for 04-05

Goal #1
Broaden students understanding of issues related to plagiarism.

Results/Accomplishments #1
Provided students who were referred for Summary Discipline as a result of plagiarism with a tutorial learning experience aimed at correctly giving attribution for works cited. Also, presented a series of seminars to approximately 1200 freshmen enrolled in ACAD 1100, information concerning plagiarism at the University. Additionally, this office addressed issues of plagiarism with students during orientation.

Goal #2
Broaden student awareness and understanding of issues and concerns related to alcohol and illegal drugs.

Results/Accomplishments #2
Provided students who were found responsible for possession of alcohol and drugs with a pre and post test which measured the student’s current knowledge and knowledge gained after completing the University’s alcohol and drug education program. Also, presented a series of information session to approximately 1200 freshmen enrolled in ACAD 1100 courses concerning alcohol and drugs at the University. Additionally, the office addressed issues of alcohol and drugs with students during orientation.

Up to 3 student learning objectives and outcomes for 04-05

Student learning objective #1
Students will learn what constitutes plagiarism at the University.
Students will learn how to appeal Summary Discipline.
Students will learn how to correctly provide attribution for works cited.

Outcome #1
A total number of 34 students completed the 10 question Glatt Plagiarism Tutorial. The tutorial offers students general information on plagiarism and a pre test. Students who answered 6 or more questions correctly were considered passing.

10 correct answers = 9 students
9 correct answers = 10 students
8 correct answers = 6 students
7 correct answers = 4 students
6 correct answers = 4 students
5 correct answers = 1 students
Student learning objective #2
Students will learn how the University's disciplinary process works.
Students will learn how alcohol and drugs impact their bodies.
Student will learn the disciplinary consequences of their actions

Outcome #2
A total number of 5 students have taken the pre-test. To date, only 1 student has taken the post-test. The four remaining students who completed the pre-test are currently in therapy and/or have not completed the sanctions as previously imposed. Students who answered 6 or more questions correctly were considered passing.

Pre-test Post-test

<table>
<thead>
<tr>
<th>Correct Answers</th>
<th>Pre-test</th>
<th>Post-test</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>2 students</td>
<td>1 student</td>
</tr>
<tr>
<td>7</td>
<td>2 students</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>1 student</td>
<td></td>
</tr>
</tbody>
</table>

3 main bragging points for department - Optional

Bragging point #1
Worked with Undergraduate Programs to coordinate presentations concerning academic values and social behavioral standards of the University to ACAD 1100 classes.

Collaborated with the Center for Counseling, Learning and Testing during ACAD presentations

Coordinated activities of the Academic Integrity Committee, Student Government Court, and University Appeals Committee.

Bragging point #2
Conducted training session on academic and social misconduct for Teacher Assistants

Conducted training for new chairs on academic misconduct policies.

Reduction in alcohol and drug violations due to an aggressive awareness campaign administered by the office.

Successful publication of student handbook and planner.

Bragging point #3
Associate Dean and Administrative Secretary were nominated for outstanding employee awards.

Associate Dean chaired Memphis in May Student Affairs Conference
Contact summaries for the 04-05 year as applicable - headcount counseling sessions, cases, programs help, students housed, children housed, children cared for, tests administered, interviews hosted, etc.

Summer 04 28 cases total
Academic 0
Drug 0
Alcohol 4
Social 24 / 2 hearings

Fall 04 107 cases total
Academic 30 cases / 13 hearings
Social 0 hearings
Drug 10
Alcohol 2
Double 4
Pre-Test 5 (Scores: 100, 100, 87.5, 50; 100)
Post-Test 1 (Scores: 100)
Res Life 31

Spring 05 104 cases total
Academic 34 cases / 14 hearings
Social 0 hearings
Drug 5
Alcohol 14
Double 1
Res Life 38

Judicial and Ethical Programs Caseload for FY 2004-2005

Total Cases: 239 (Summer 28; Fall 107; Spring 104)
Total Social Cases: 175 (Summer 24; Fall 77; Spring 74)
Total Academic Cases: 64 (Summer 0; Fall 30; Spring 34)
Total Drug/Alcohol Cases: 44 (Summer 4; Fall 20; Spring 20)
Total Res Life Cases: 69 (Summer 0; Fall 31; Spring 38)
Social: 40 (Summer 0; Fall 26; Spring 35)
Drug: 8 (Summer 0; Fall 5; Spring 3)
Alcohol: 15 (Summer 0; Fall 5; Spring 10)
Double: 6 (Summer 0; Fall 5; Spring 1)
3 Main initiatives for 05-06

Initiative #1
Encourage faculty to report all cases of academic misconduct to the Office of Student Judicial and Ethical Programs.

Initiative #2
Assess the effectiveness of the Glatt Plagiarism Tutorial.

Initiative #3
Assess the effectiveness of the Office of Student Judicial and Ethical Programs services and programs.