Academic Integrity Policy

Web Link	
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Policy Contact	Director of Academic Programs
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Related Documents	Academic Integrity Procedure Assessment Procedure Grievances, Complaints and Appeals Procedure Records Management Procedure Research and Scholarship Policy and associated Procedure Student Charter

1.   Purpose

1.1   The Academic Integrity Policy sets out the principles that promote and uphold academic integrity in all forms of learning undertaken at the Australian Institute of Police Management (AIPM). This includes supporting an educative approach to academic integrity and deterring and detecting breaches of academic integrity.

2.   Scope

2.1   This policy applies to students enrolled in the higher education programs of the AIPM and staff associated with these programs.

3.   Policy Principles

3.1   Integrity and ethical behavior are core AIPM values. The AIPM is committed to providing a secure, supportive, yet challenging environment for learning, teaching and research. Students are expected to reach a high level of intellectual and professional attainment.

3.2   The AIPM supports high standards of professional conduct in all activities and students are expected to uphold a commitment to academic integrity by behaving honestly, responsibly and ethically in scholarly practice.

3.3 Students will be given opportunities to develop self-awareness of the importance of academic integrity and how to act with academic and ethical integrity. Refer to Academic Integrity Procedure, Section 3.

3.4 All work submitted by a student for assessment purposes must be their independent and original work, and the ideas and work of others must be acknowledged and not claimed or presented as their own, either intentionally or unintentionally.

3.5 All allegations of suspected breaches of academic integrity will be managed in a fair and transparent manner, free from bias and discrimination, in accordance with the Suspected Breach of Academic Integrity Procedure set out in the Academic Integrity Procedure, Section 4.

3.6 No person will suffer any discrimination or victimisation as a result of raising an allegation of a breach of academic integrity in good faith.

3.7 The AIPM aims to maintain the highest standard of academic integrity and to ensure that academic integrity support and processes are continuously improved.

3.8 The AIPM will ensure that academic integrity is maintained in arrangements with any other party involved in the delivery of a program or parts of a program.

3.9 Subject to the nature and severity of the incident, where academic misconduct is proven then the incident may be reported to the student's home jurisdiction.

4. Policy Statements

Commitment to Academic Integrity

4.1 Members of the AIPM community commit to conducting themselves in a manner that is consistent with the principles of academic integrity set out in the policy when undertaking teaching, learning, assessment, scholarship and research activities. This means acting in accordance with the core values of honesty, trust, respect, fairness and responsibility.

4.2 The AIPM will take a whole-of-institution approach to academic integrity involving:

- Learning and teaching strategies.
- Staff and student education.
- Early intervention processes.
- Detection of breaches of academic integrity.
- Enforcement mechanisms.

4.3 The AIPM undertakes to detect and deter breaches of academic integrity through strategies including but not limited to:

- Manual detection by academic and teaching staff.
- Using content matching or authenticity software.
- Monitoring websites that enable academic integrity breaches to take place.
- The management of programs and blocking of websites that breach academic integrity such as assessment file sharing or illegal websites that offer contract cheating services. This includes using Generative Artificial Intelligence tools (unless used with approval and appropriately attributed).

4.4   Academic integrity breach data will be confidentially and securely maintained. This information will be used for the purposes of managing potential breaches of academic integrity and improving processes and procedures relating to academic integrity. Refer to Records Management Procedure.

Student Responsibilities

4.5   Students share responsibility for the maintenance of academic integrity at the AIPM through:

4.5.1   Understanding and adhering to the AIPM's expectations regarding academic integrity.

4.5.2   Awareness and use of academic integrity educative resources and tools.

4.5.3   Seeking assistance from appropriate staff/resources if they do not understand the AIPM's expectations with respect to academic integrity.

4.5.4   The honest presentation of academic work.

4.5.5   Accountability for the authorship and originality of submitted work including cooperating with validation and authentication requests from staff.

4.5.6   Using assessment declarations, and content matching or authenticity software prior to submission.

4.5.7   Appropriately and accurately acknowledging the work of others.

4.5.8   Acknowledging the re-use of original work from previous assessment tasks.

4.5.9   Not knowingly assisting other students in breaching the academic integrity policy.

4.5.10 Adherence to assessment rules.

4.5.11 Adhering to group processes and outcomes when participating in group assessment.

4.5.12 Securing and retaining assessment and developmental materials for the duration of the program so that authentication of ownership can be undertaken if necessary.

4.5.13 Conducting research responsibly in keeping with the principles and practices established in the Research and Scholarship Policy.

4.5.14 Understanding and using academic referencing conventions.

Staff Responsibilities

4.6   Staff engaged in learning and teaching, assessment and related activities, demonstrate a commitment to academic integrity through responsibilities including but not limited to:

4.6.1   Supporting students to understand the importance of academic integrity and promoting a culture that encourages positive academic integrity outcomes.

4.6.2   Providing academic integrity tools and resources as early as possible in the AIPM experience of the student.

4.6.3   Providing guidance on what constitutes a breach of academic integrity.

4.6.4   Implementing early intervention strategies to prevent breaches of academic integrity.

4.6.5   Undertaking professional development and training on educative approaches to academic integrity.

4.6.6   Supporting a positive learning experience through clear communication about assessment expectations and deadlines.

4.6.7   Conducting research responsibly in keeping with the principles and practices in the Research and Scholarship Policy.

4.6.8   Designing assessment tasks that minimise opportunities for academic dishonesty (refer also Assessment Procedure, Section 4).

4.6.9   Providing arrangements for secure collection of assessment items.

4.6.10   Providing guidance on positive group work in assessments.

4.6.11   Acting on suspected breaches of academic integrity.

4.6.12   Adhering to principles of procedural fairness when managing potential breaches of academic integrity.

Academic Integrity Breaches

4.7   A breach of academic integrity involves acting or behaving in a dishonest, unethical, unfair or irresponsible way with respect to academic work. The Academic Integrity Procedure, clause 3.9 details examples of actions that will be treated as breaches of academic integrity. These include but are not limited to:

4.7.1   Plagiarism including self-plagiarism.

4.7.2   Contract cheating, ghost writing or unapproved use of artificial intelligence (AI) software or paraphrasing tools.

4.7.3   Unauthorised sharing of materials and previously submitted assessment items including via online study platforms.

4.7.4   Collusion or unauthorised collaboration in the preparation or presentation of work.

4.7.5   Falsification, fabrication, manipulation or misrepresentation of data or results.

4.7.6   Attempting to gain unfair advantage in an invigilated assessment and/or breaching the rules for the conduct of invigilated assessment in a manner that defeats or compromises the purposes of the task.

4.7.7   Behaviour that violates assessment instructions thereby defeating or compromising the purpose of the assessment.

4.7.8   Research misconduct.

4.8   Breaches of this policy that adversely affect or undermine academic integrity will be managed under the Suspected Breach of Academic Integrity Procedure set out in Section 4 of the Academic Integrity Procedure.

5.   Definitions

Academic Integrity is the expectation that teachers, students, researchers and all members of the academic community act with honesty, trust, fairness, respect and responsibility.

Academic Misconduct is conduct by a student that is intended or likely to have the effect of obtaining, for that student or any other person, an advantage in the performance of assessment tasks by unauthorised, dishonest, unethical or unfair means whether or not the advantage was obtained.

Collusion is unauthorised collaboration. It occurs where more than one student contributes to an assessment task that is submitted as the work of an individual student where the collaboration is not permitted for the assessment task. Collusion may also occur in group work where unauthorised collaboration occurs between groups.

Contract cheating is the use of outsourced material for the purpose of submission by a student for assessment. The person submitting the work is being dishonest by representing the work as their own. This differs from traditional forms of plagiarism, which more commonly involves copying of existing submitted or published work. Contract cheating can take on many forms and is not limited to the purchasing of assessment material from on-line sources. Students may obtain assessments from peers or 'tutors' and the arrangement may not involve a financial exchange. Significantly, the submitted work is usually original in nature making it difficult to detect using text matching plagiarism software.

Copying occurs when paragraphs, sentences, a single sentence or significant parts of a sentence, or the key points or structure of another person's work, have been used in an assessment without acknowledging the source.

Fabrication occurs when a student claims to have carried out tests, experiments, research or observations that have not taken place.

Falsification involves the misrepresentation of research data, source material or results, or the presentation of results that are not supported by the evidence. It may also refer to tampering with an examination script, class work or grade.

Generative Artificial Intelligence is a form of artificial intelligence technology that can produce various types of content including text, imagery, audio and synthetic data based on data that they have been trained on.

Impersonation involves the completion and submission of an assessment task by another person who dishonestly misrepresents themselves as the person to whom the assessment task was assigned. Impersonation can also take place in the context of invigilated assessment wherein a person completes the assessment on behalf of another while dishonestly misrepresenting their identity.

Plagiarism is the presentation of the work, idea or creation of another person as though it is one's own. Plagiarism is a form of cheating and is a serious academic offence that may lead to withdrawal from the AIPM and notification of the offence to the student's home jurisdiction. Plagiarised material can be drawn from, and presented in, written, graphic or visual form, including electronic data and oral presentations. Plagiarism occurs when the origin of the material used is not appropriately cited.

Staff includes continuing, fixed-term, casual, affiliate and visiting staff associated with the learning, teaching and scholarly activities of the AIPM.

REVISION HISTORY				
Version	Endorsed By	Approved By	Approval Date	Description of changes
1.0	ELCAC	AGB	1.7.23	New document.