

ACADEMIC INTEGRITY POLICY

Purpose

This policy articulates and clearly communicates to the Australian Institute of Business (AIB) staff and students what is meant by academic integrity, the forms that academic misconduct may take, and the measures that inhibit breaches.

Scope

This policy applies to all AIB students, staff and contractors including external higher degree research supervisors.

The delivery of AIB qualifications at Offshore Teaching Centres will cease on 31 October 2019.

Definitions

Unless otherwise defined in this document, all capitalised terms are defined in the [glossary](#).

Policy

1. Ethical conduct and academic honesty are fundamental to the mission of AIB.
2. The approach to academic integrity at AIB comprises three key elements:
 - Attitudinal – developing awareness of the ethical principles
 - Knowledge-based – building understanding among staff and students on what constitutes academic misconduct and awareness of strategies to inhibit it.
 - Skills – ability to prepare original assessments without plagiarising or colluding (students), to prepare original and appropriately attributed subject content and academic publications (staff) and the ability to identify and manage breaches (staff).
3. Assessments are refreshed in each subject instance to minimise opportunity for Plagiarism and Contract Cheating.
4. AIB ensures that all submitted student work is original by:
 - clearly articulating and communicating the various forms of academic misconduct
 - designing assessments that inhibit the potential for Plagiarism, Collusion, submission of work that is prepared by a third party, cheating or fabricating or falsifying data.
5. Ensuring that students understand the purpose of referencing conventions and how to use them and are aware of the consequences of academic integrity breaches.
6. Ensuring that staff are aware of the types of academic misconduct that may occur, are supported in their ability to detect them, and familiar with the procedures that are in place for handling suspected breaches of the policy.
7. AIB takes all possible measures to deter and detect academic misconduct, including but not limited to the use of word-matching technology and random vivas (oral tests) requiring students to orally describe their written work.
8. Ensuring that staff observe proper academic conduct when preparing Subject materials and academic articles.
9. AIB will ensure the review of suspected breaches of the policy is conducted consistently and equitably.

Related Policies and Procedures:

Academic and Non-Academic Grievance Handling
Assessment Policy and Procedure
Examination Procedure
Higher Degrees by Research Policy and Procedure
Intellectual Property Policy
Research and Scholarship Policy

Related legislation:

Copyright Act 1968 (Cth)

Responsibility:

Academic Dean

Current Status:	Version 10
Approved By:	Academic Board
Date of Approval:	19 June 2019
Effective From:	19 June 2019
Previous version:	20 December 2017 21 June 2017 7 October 2016 27 January 2016 7 October 2016 24 February 2012 27 October 2011 1 July 2011 9 December 2008
Date of Next Review:	19 June 2022