

Academic Integrity Subcommittee

Terms of Reference

Reporting to the Senate Committee on Academic Development and Procedures (SCADP), the Subcommittee has the following terms of reference:

- To advise on initiatives, programs, and activities designed to make academic integrity an integral part of Queen's University;
- To review and make recommendations to SCADP on matters of policy, procedure and practice relating to academic integrity;
- To collect, retain, review, and prepare an annual report for the review of SCADP and Senate on central, university-wide academic integrity statistics/data;
- To review and advise on the development of educational and awareness programs and resources for Faculties, instructors, and students;
- To review matters of policy and procedure related to academic integrity arising from cases and activities in Faculties, Schools, and units;
- To deal with other matters related to academic integrity as referred to it (by the Senate, student governments, Ombudsperson, faculties, schools, units or SCADP);
- To act as a point of reference relating to matters arising from the interpretation of policies and practices;
- To share information with and direct the Academic Integrity Roundtable on matters relating to Academic Integrity policy and practice, education and training.

Composition

Chair of the Academic Integrity Subcommittee (Provost or delegate)

3 Faculty members at Large (appointed by the Provost)

1 Member of the Alma Mater Society (AMS) (student at large appointed by the AMS)

1 Member of the Society of Graduate and Professional Students (SGPS) (student at large appointed by the SGPS)ⁱ

Official non-voting observers: University Ombudsperson, University Secretary, University Legal Counsel, AMS Academic Affairs Commissioner, SGPS President or delegate.

Quorum: Three members shall constitute a quorum, of which at least two must be faculty members and at least one must be a student member.

Administrative support: to be provided by the Office of the Provost and Vice-Principal (Academic)

Meetings: Normally once per term

Term: 3 years for faculty voting members.

ⁱ If the SGPS President or delegate is a Law student preference will be given to a Graduate Student at large. If the SGPS President or delegate is a Graduate Student preference will be given to a Law student at large.

Last revised: September 2023.