



ROBERT H. LEE
GRADUATE SCHOOL

EXCELLING WITH INTEGRITY

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UBC SAUDER
SCHOOL OF BUSINESS

ROBERT H. LEE
GRADUATE SCHOOL



EXCELLING WITH INTEGRITY?

OBJECTIVES FOR THIS SESSION

- RHL policies
- Academic misconduct review
- Repercussions: process
- Tips and tools

OUR VALUES

UBC Sauder's values are our foundation. We are committed to Rigour, Respect and Responsibility in our school, in our community and in our daily lives.

Rigour
Respect
Responsibility

RHL PROFESSIONALISM + REGULATIONS

CLASS EXPECTATIONS

On Time, Every Time
100% Attendance

GROUP WORK EXPECTATIONS

On time + ready to participate



ATTENDANCE:

- 100% attendance is expected
- Up to 20% of a module may be missed for extenuating circumstances such as illness (documentation required); possible academic consequences
- Students missing more than 20% will be required to withdraw – could result in a “W” or a “F” standing, and delay graduation
- Please speak with Program Manager if you know you will need to miss class for an upcoming course

TARDINESS:

- Students are expected to be on time for class
- Late students may be refused entry
- Very late students will be considered absent
- Includes returning to class after a break

EXAMS & FINAL DELIVERABLES

- You are required to attend all exams and final presentations
- These cannot be rescheduled

WHAT IF I HAVE A JOB INTERVIEW?

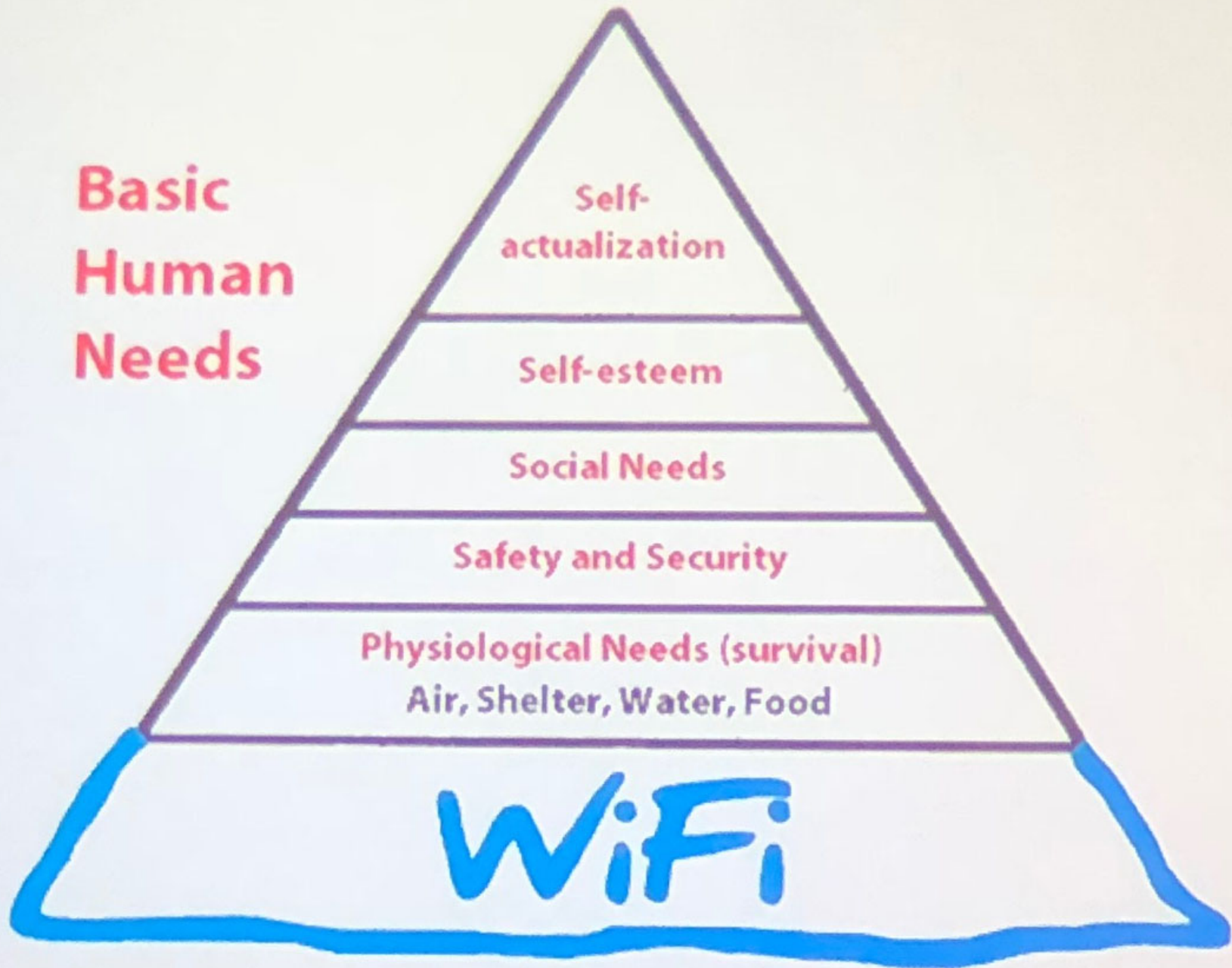
- Employers are very understanding!
- Talk to your BCC Career Coach and they can give you pointers on how to negotiate alternate time

RHL PROFESSIONALISM + REGULATIONS



RHL classroom *default*:
Lids down & phones away

**Basic
Human
Needs**



“We waste time, attention, and energy on relatively unimportant information and interactions, staying busy but producing little of value.”

“Researchers have demonstrated that the mere presence of a phone makes people **less productive** and **less trusting**, and that students who are interrupted while studying **take longer to learn the material and feel more stressed.**”

–Larry Rosen,
Harvard Business Review

ACADEMIC STANDING + GRADING REGULATIONS

GRADING

- Passing Grade = 60% and above
- Minimal Pass Standing = 60 – 67%
- Failing Grade = Below 60%

TIME MANAGEMENT

168 HOURS

job

class

homework

group meetings

case readings

group assignments

papers

exams

networking events

interviews

commuting

health + wellness

friends, family &

loved ones

sleeping, eating

life...

fun!



ACADEMIC MISCONDUCT CASE STUDIES

INSTRUCTIONS

For each case, at your tables:

- Read the case and discuss the questions with your team
- Come to a conclusion on what the RHL response would be
- Discussion as a large group

ACADEMIC MISCONDUCT – CASE STUDY 2

You are friends with an MBA program alumna. You are out for dinner with her and advise that you are struggling with your *BAFI 516 – Financial Engineering* course. You discover that your friend did the exact same assignment with the instructor two years ago. She opens up the instructor's solution slides on her laptop. The instructor used these slides for class discussion after the programming assignment was due. You spend about 15 minutes reviewing and discussing the slides with her and taking some notes from them. You use these notes to complete your programming assignment. Your instructor finds your work incredibly similar to his slides.

- Does UBC consider your actions to be academic misconduct? Why or why not?
- How will UBC view the actions of the alumna?
- How might this affect your reputation and the alumna's reputation?

ACADEMIC MISCONDUCT – CASE STUDY 3

Your *BAMA 506 – Consumer Behavior* instructor uses a publisher's textbook for the course's required readings. The textbook also includes assignments that your instructor assigns for 10% of your grade. After a little internet searching, you come across the publisher's answer guide online and use it to complete one of your BAMA 506 assignments.

- Does UBC consider your actions to be academic misconduct? Why or why not?
- Does it matter that the answer guide was readily available and easy to access? Doesn't the instructor have the responsibility to protect the integrity of assignments?

ACADEMIC MISCONDUCT – CASE STUDY 4

Your *BA 504 – Business Strategy Integration Foundation* course has a team project worth 40% of the course grade. You did not get to select your team members; they were assigned by your instructor. There are four members in your team and there are four distinct sections to the project. The team agrees to split up the work. Each team member works independently on his/her assigned section. All work is submitted to the team leader an hour before the project is due. The team leader quickly pulls all the pieces together, does some quick edits for cohesion, and submits the assignment on behalf of the team. When the instructor runs the project through www.turnitin.com (a web-based service which checks assignments for plagiarism), she discovers that one section has been plagiarized from an internet source. When questioned by the instructor, the student responsible for that section advises that he has not used APA referencing style before and did not understand how to reference.

- Is this academic misconduct? Why or why not?
- How will the student's defense be viewed by the university?
- Which team members will be investigated for academic misconduct? Why?
- What academic practices could the team have adopted to prevent such an outcome?

ACADEMIC MISCONDUCT INCLUDES

(but is not limited to)

Most common examples:

- Plagiarism
 - Failing to cite
 - Having a team member fail to cite
- Cheating
 - Copying another student's work
 - Working on individual assignments together
- Impersonation
 - Signing in for another student
 - Clicking another student's iClicker



ACADEMIC MISCONDUCT

Total investigated cases:

- 2017: 48
- 2018: 26

ACADEMIC MISCONDUCT INVESTIGATION PROCESS

1. You will be asked by your instructor to explain the situation
2. The instructor will send all information to the RHL Graduate School
3. RHL will gather all relevant information and package for RHL Academic Misconduct Committee to review
4. You may be interviewed by the Committee
5. The Committee will make a decision and impose discipline, if found guilty
6. RHL may also forward your case to the Presidents' Advisory Committee on Student Discipline. Another hearing and further discipline may be imposed

POSSIBLE DISCIPLINARY MEASURES

1. A letter of reprimand
2. A failing grade or mark of zero on the assignment or in the course in which the academic misconduct occurred
3. Suspension, cancellation, or forfeiture of any scholarships, bursaries or prizes
4. Suspension from the University for a specified period of time
5. Expulsion from the University
6. Denial of admission or re-admission to the University for a specified or indefinite period of time
7. A notation of academic discipline on the student's record in the Student information System, which will appear on the student's Transcript of Academic Record
8. Revocation of a degree or other academic credentials dishonestly or improperly obtained

- Be honest, tell the truth
- Do your own work
- Learn the APA referencing style; refer to it often
- Be careful, check your submissions over
- Use Turn-it-in
- Talk through team submissions; Keep copies of your drafts, emails (give yourselves time to build in a review process into your work)
- Check with your instructor if you are unsure
- Hold others accountable

ADVICE





IMPORTANT PRIVACY INFORMATION

Information submitted to Turnitin is stored in the United States

Remove identifying information, such as your name and student number from the text of any assignment submitted to Turnitin.

For further information:

<http://lthub.ubc.ca/guides/turnitin/>

POLICIES: WHERE TO FIND THEM ON YOUR PROGRAM SITE

Canvas > 2021 Program Site > Academic Regulations

☰ [FTMBA2021 Program Site](#) > FT MBA - Class of 2021

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**[Academic
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Academic Regulations

The three core values of UBC Sauder are **Rigour, Respect, and Responsibility**. In line with these values, all students are expected to uphold the highest standards of professional behaviour, and academic honesty while contributing as responsible members of the UBC community. Breach of these expectations or failure to follow the appropriate regulations, principles, rules, and guidelines of the University may result in disciplinary action. Students must familiarize themselves with the academic regulations listed below.

In particular, students are obligated to fully understand what constitutes academic misconduct, as defined by the [UBC Calendar](#). Students involved in academic misconduct will face [disciplinary measures](#) and may have all Business Career Services withdrawn for the remainder of their program.

- [Academic Concession](#)
 - [Academic Concession Request & Declaration Form](#)
- [Academic Accommodation for Students with Disabilities](#)
- [Academic Misconduct](#)
- [Academic Standing and Grading Practices](#)

ACADEMIC CONCESSIONS

Academic Concession Request & Declaration Form

The Robert H. Lee Graduate School recognizes that students may experience unanticipated events or circumstances that interfere with their ability to accomplish academic work. In such cases, and in accordance with [UBC's Policy on Academic Concessions](#), RHL students can make requests for academic concessions by completing and submitting this form.

Submission of this form does not guarantee approval of an academic concession, or approval of a specific academic concession. Decisions will be made by the RHL Graduate School on a case-by-case basis and, as stated in [UBC's Policy](#), are based on principles of transparency, flexibility, and compassion, while upholding academic standards of curricula and the expectation that the requirements of each course or academic program will be met.

[Privacy Policy](#)

Program *

- Select -

Please select your degree program.

Year of Study *

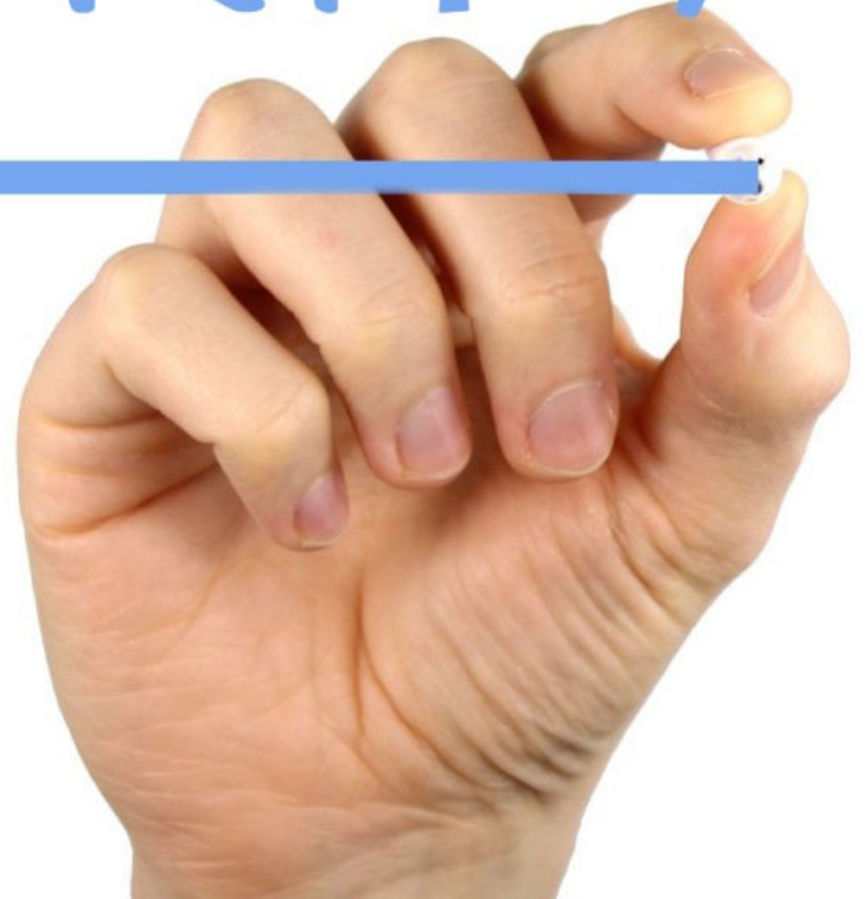
E-Mail Address *

Please select the general reason for this academic concession request. *

- Medical Circumstances**
- Compassionate Grounds**
- Conflicting Responsibilities**

Submit

INTEGRITY



class

comments

group meetings

presentations

cases

group assignments

papers

networking events

interviews

internships

Relationships

... everywhere



Memorandum of Understanding (MOU)

HOUSEKEEPING + REMINDERS

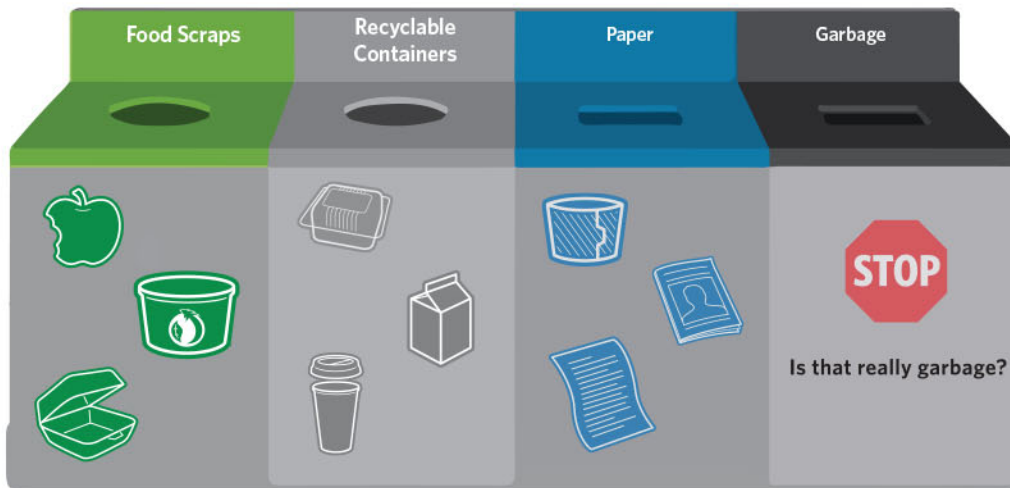
Last session of the day!

Thursday BCC day and Gala Dinner

Please collect all garbage and deposit them in the correct bins on your way out

You Make a Difference. Sort It Out. Keep It Clean.

Respect your environment and others when you're sharing a space.



Recycling stations are available throughout the school for you to dispose your food scraps and recyclables.