

Policy Information	
Policy No.:	E-1.29
Approving Body:	Education Council
Approval Date:	June 17, 2025
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Date of Next Review:	August 2030

ACADEMIC CONDUCT

Policy Statement

The College of New Caledonia (“CNC” or “the College”) is committed to creating and maintaining an environment of academic integrity. Completing one’s own work honestly, fairly, and ethically builds strong academic and workforce relevant knowledge and skills and other competencies. When all students complete their work with integrity, employers, educational institutions, and others, can place their trust in the quality of a CNC credential and the student that has earned it.

Purpose

This policy and procedure establish the academic expectations of the College community and define what constitutes academic misconduct. They also outline the rights and responsibilities of all members of the College community and the steps to be taken if academic conduct standards are not upheld.

Scope

This policy applies to students and their academic work taking place both on and off campus.

Any incidents of student non-academic misconduct will be handled under the *Student Non-Academic Conduct* policy.

Principles

1. The College promotes academic integrity through education, focusing on awareness and prevention, and takes an educational approach to addressing breaches to help students learn from their mistakes.
2. In the application of this policy and procedure, the College will commit to five interwoven fundamental values: honesty, fairness, respect, responsibility, and compassion.

3. Students are expected to act with academic integrity in all academic work at CNC.
4. The College is committed to learning that reflects the values of decolonization, anti-racism, equity, diversity, inclusion, and belonging. The College supports a fair and inclusive approach that considers a student's intent, learning journey, cultural context, and the impact of their actions.
5. The College encourages the practice of cultural humility in reviewing and understanding academic conduct breaches and determining the appropriate consequences.

Roles and Responsibilities

6. Students are responsible for
 - 6.1. knowing and following the academic expectations and standards of their instructors, including instructor direction about the use of Artificial Intelligence (AI), as provided in the course syllabus and other course documents.
 - 6.2. asking for help when needed to understand course material, academic expectations, or available resources.
 - 6.3. learning from educational resources related to academic conduct, such as the library, Learning Commons, and reputable third-party resources.
 - 6.4. reporting unethical behavior and taking responsibility for their own actions that relate to academic conduct.
7. Instructors are responsible for
 - 7.1. fostering a culture of academic integrity in the classroom and raising awareness of this policy and procedure to help prevent misconduct.
 - 7.2. including a statement in course syllabi on the importance of academic integrity, along with a reference to the Academic Conduct Policy and Procedure for handling violations.
 - 7.3. reviewing the academic conduct statement with students at the start of each term and clarifying expectations for academic conduct in the course and relevant disciplines.
 - 7.4. providing students with information on proper citation practices and acceptable reference format(s) within the discipline.
 - 7.5. clearly communicating any expectations on acceptable levels of collaboration, including the use of artificial intelligence tools, for assignments, labs, research, or

clinical work in the syllabus or other written instructions provided to the student, as appropriate.

- 7.6. providing documented instructions for assessments and exams, particularly when expectations around collaboration, resource use, or conduct may not be obvious.
 - 7.7. offering students opportunities to ask questions, seek clarification, and address concerns about course material or expectations.
 - 7.8. collecting relevant information, assessing potential academic misconduct, and responding as outlined in the procedure.
 - 7.9. implementing appropriate educative and punitive outcomes and ensuring that students complete any assigned outcomes within the timeframe set or agreed upon by the instructor.
 - 7.10. reporting all Tier Two or Tier Three academic misconduct cases in accordance with this policy and procedure.
8. Associate Deans are responsible for
 - 8.1. cultivating and promoting a culture of academic integrity college-wide, including building awareness of this policy and procedures.
 - 8.2. where applicable, assessing, and responding to academic misconduct as outlined in the procedure and assigning appropriate educative and punitive outcomes.
9. The Vice President Academic (VPA) or designate is responsible for
 - 9.1. cultivating and promoting a culture of academic integrity College-wide, including building awareness of this policy and procedures.
 - 9.2. where applicable, assessing and responding to academic misconduct as outlined in the procedure and assigning appropriate educative and punitive outcomes.
10. The President is responsible for
 - 10.1. making suspension decisions and notifying the Chair of the College Board of any imposed suspensions and their reasons.
11. The CNC Board of Governors is responsible for
 - 11.1. establishing a process that allows students to appeal decisions made by the President to suspend a student from the College, as per Section 37 of the *College and Institute Act*.

Legislative and Collective Agreement References

College and Institute Act, 1996

Links to Other Related Policies, Documents, and Websites

Student Non-Academic Conduct Policy and Procedure E-1.45

Appeal of Suspension to the Board of Governors Policy

Appeal of Suspension to the Board of Governors Procedure

Policy Amendment Log

Amendment Number:	Date:
0	November 1990
1	January 2001
2	April 2008
3	August 2019 (previously Standards of Conduct: Student Responsibility and Accountability)
4	August 15, 2023
5	June 17, 2025