



# McGill

## **MEMORANDUM**

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**DATE:** October 24, 2006

**TO:** Senate

**FROM:** Linda Jacobs Starkey, Interim Dean of Students  
Secretary, Committee on Student Discipline (CSD)

**SUBJECT:** **CSD Plans and Priorities 2006 - 2006**

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The Committee on Student Discipline, a Senate standing committee, will continue its mandate to address ad hoc requests for disciplinary hearings.

### Plans & Priorities

All new members of CSD will be invited to attend an orientation session. In addition, information sessions will be provided to disciplinary officers new to their roles. During the year, disciplinary officers will meet to discuss common issues and concerns.

In collaboration with the Committee on Student Affairs (CSA), and the Academic Integrity Subcommittee of CSA, we will continue to uphold our commitment to academic integrity and the goal of maintaining the recent pattern of a decrease in the number of cases involving plagiarism and cheating.

Student orientation sessions and the leadership training program emphasize respect and tolerance. Each new student who attends orientation receives a copy of the Handbook of Student Rights and Responsibilities.

Respectfully submitted,

**REPORT TO SENATE OF  
THE COMMITTEE ON STUDENT DISCIPLINE  
ANNUAL REPORT 2005-2006**

**Prepared by Dr. Linda Jacobs Starkey, Interim Dean of Students  
with the assistance of  
Karen Chopko, Interim Administrative Coordinator**

The Committee on Student Discipline (CSD) is tribunal rather than a policy committee; it functions when convened to consider a case. The policies administered by CSD are normally brought to Senate on the recommendation of the Committee on Student Affairs that is chaired *ex officio* by the Dean of Students. When CSD is not in session, the business of the Committee is conducted by the Office of the Dean of Students. The Dean & Associate Dean of Students are not themselves Disciplinary Officers, but are fully engaged in ensuring that the processes, as defined in the Green Book (*Code of Student Conduct and Disciplinary Procedures*) are respected.

This annual report includes all discipline cases formally addressed last year at McGill University. CSD hearings comprise less than 5% of this total. During the 12-month period from 1 September 2005 to 31 August 2006, 186 alleged violations of the *Code of Student Conduct and Disciplinary Procedures* were reported to the Office of the Dean of Students. Of these, 163 alleged violations were adjudicated by the disciplinary officers and 9 were heard by the Committee on Student Discipline (CSD). Fourteen cases are in progress due to the non-availability of students after spring and summer session exams, and will be included in the 2006-07 academic annual report; the high number of cases still in progress is a result of non-availability of the students after spring and summer exam sessions.

**Statistical Overview for 2003-2006**

	September 1, 2003 to Aug 31 <sup>st</sup> , 2004			September 1, 2004 to Aug 31 <sup>st</sup> , 2005			September 1, 2005 to Aug 31 <sup>st</sup> , 2006		
	Total	Academic	Non- Academic	Total	Academic	Non- Academic	Total	Academic	Non- Academic
<b>Total Number of Cases</b>	220	174	46	199	152	47	186	132	54
<b>Adjudicated by D.O' s</b>	204	159	45	184	142	41	163	118	45
<b>Adjudicated by CSD</b>	15	14	1	15	9	6	9	2	7
<b>Cases In Progress</b>	1	1	0	0	0	0	14	12	2

## DETAILS FOR 2005-2006

### ACADEMIC OFFENCES

For the range of Articles in the *Code* addressing academic offences, including various combinations, please refer to Appendix A. Graduate students represented 10 of these cases, two of which led to exoneration.

### NON-ACADEMIC OFFENCES

For the range of Articles in the *Code* addressing non academic offences, including various combinations, please refer to Appendix B. In one instance, the Dean of Students, without a hearing, dispensed with any further proceedings, having found that the available facts were insufficient to establish responsibility for an alleged offence (Article 71).

### CASES REFERRED TO THE COMMITTEE ON STUDENT DISCIPLINE

Nine CSD Hearings took place in 2005-2006 compared to 15 in 2004-05. Within this total, disciplinary officers referred 3 cases to the CSD and 6 students requested a full hearing following a disciplinary officer's decision. All hearings involved undergraduate students. For the range of Articles addressing academic and non-academic offences, including various combinations, please refer to Appendix C.

### COMMENTS BY THE INTERIM DEAN OF STUDENTS

In 2005-2006, the total number of discipline cases reported declined slightly (186 versus 199 in the previous year). The "number of cases" refers to individual students; there may be more than one Article of the Code cited per case; a decision is made for each Article cited.

Allegations of academic offences decreased by 6%; the proportion of alleged academic offences attributed to plagiarism remained steady (62% versus 63% in 2004-2005).

### CONCLUSION AND THANKS

Service as a disciplinary officer and on CSD demands an important investment of time by the staff and students appointed to these positions, and by support staff. Thanks to all for their attention to detail and to approved procedures, and for the respectful environment maintained in all disciplinary matters.

## DISCIPLINARY OFFICERS IN 2005-2006

Faculty of Arts: Associate Dean (Student Affairs) Dr. Enrica Quaroni  
Faculty of Agricultural and Environmental Sciences: Associate Dean (Student Affairs) Prof David Lewis  
Farm Management and Technology Program: Prof. David Lewis  
Centre for Continuing Education: Dr. James Archibald  
Faculty of Dentistry: Dr. John Blomfield  
Faculty of Education: Associate Dean (Student Affairs) Prof. Spencer Boudreau  
Faculty of Engineering: Associate Dean (Student Affairs) Professor Jim Nicell and for the  
Department of Electrical & Computer Engineering, Professor Steve McFee  
Faculty of Law: Associate Dean Professor Genevieve Saumier  
Faculty of Management: Associate Dean (Academic Programs) Professor Jan Jorgensen  
Faculty of Medicine: Associate Dean (Undergraduate Students) Dr. Joyce Pickering  
Faculty of Medicine: Associate Dean (Postgraduate Medical Education) Dr. Jean-Pierre Farmer  
Faculty of Music: Associate Dean (Information Systems and Technology) Professor Bruce Minorgan  
Graduate and Postdoctoral Studies: Interim Associate Dean Professor Estelle Hopmeyer (until 31.12.06)  
Graduate and Postdoctoral Studies: Associate Dean Professor Jane Everett (effective 01.01.06)  
Faculty of Religious Studies: Professor Torrance Kirby  
Faculty of Science: Associate Dean (Student Affairs) Professor Henry George Leighton  
Department of Athletics: Mr. Philip Quintal, Manager, Campus Recreation  
Libraries: Mr. Jim Henderson, Health Sciences & Osler Librarian

### Residences:

Royal Victoria College: Ms. Janice Johnson, Director  
Douglas Hall: Mr. Francois Carrier, Director  
Gardner Hall: Professor Murtaza Haider, Director  
McConnell Hall: Professor Michael Hoover, Director  
Molson Hall: Professor Walter Mushynski, Director  
MORE (Apartments and houses): Mr. John Selkirk, Director  
New Residence Hall: Mr. Deane Taylor, Director  
Solin Hall: Professor Mryna Wyatt Selkirk

**CSD COMPOSITION IN 2005-2006**

Chair:	Professor Jean Barette, Department of Physics
Vice-Chair:	Professor Heather Durham, Graduate Program in Neurological Sciences
Legal Assessors:	Professor Richard Janda, Faculty of Law Professor Lara Khoury, Faculty of Law
Faculty Members:	Professor Laurie Baker, Department of Agricultural & Economic Science Professor Mark Brawley, Department of Political Science Professor Paul Clarke, Department of Pharmacology and Therapeutics Professor Robert Gibson, Faculty of Music Professor Richard Leask, Department of Chemical Engineering Professor Richard Roy, Department of Biology
Student Members:	Graduate, Mr. Justin Chen, Experimental Surgery, Graduate Mr. Michael Lubetsky, Management, Undergraduate, Mr. David Matthews, Music, Continuing Education, Mr. Fausto A.G. Maingrette Ramirez, Macdonald Campus, Ms. Tanya Rivard, Natural Resource Sciences,  Undergraduate, Mr. Ryan Stoa, Arts, Undergraduate, Ms. Jennifer White, Education, Undergraduate, Mr. Maxim Ben Yakov, Medicine
Student Alternates:*	Ms. Krista Redden, (UG) Ms. Lillian Gayle Delahunt (UG)
Secretary:	Professor Bruce M. Shore, Dean of Students, OR Dr. Linda Jacobs Starkey, Associate Dean of Students
Secretariat:	Ms. Irene Rapaport, Communications Administrator, Karine Charbonneau, Administrative Coordinator, Office of the Dean of Students

*\*Appointed ad hoc for one case by the Principal at the request of the Dean of Students when a regular Member was not available.*

Appendix A. Academic Offences

D06-03

<b>Article - Decision</b>	<b>15</b>	<b>16</b>	<b>18</b>	<b>15 &amp; 18</b>	<b>19</b>	<b>Totals</b>
Exonerated	22	14 (2)‡	2	1		<b>39</b>
Admonished	1	5				<b>6</b>
Admonished & failed examination, paper or course	19 (3)‡	4 (1)‡				<b>23</b>
Admonished & placed on conduct probation	4				2	<b>7</b>
Admonished, failed exam, paper or course & placed on conduct probation	35 (4)‡	18	1			<b>53</b>
Withdrew from University		2				<b>2</b>
Admonished, restitution			2			<b>2</b>
<b>TOTALS</b>	<b>81</b>	<b>43</b>	<b>5</b>	<b>1</b>	<b>2</b>	<b>132</b>

*Article 15 (Plagiarism)*

*Article 16 (Cheating)*

*Article 18 (Misrepresentation of Facts)*

*Article 15 (Plagiarism) & Article 18 (Misrepresentation of Facts)*

*Article 19 (Disruption of Teaching and/or Research Activities)*

‡ = graduate student

Appendix B. Non-academic Offences

Article - Decision	5	5 & 6	6 & 12	7	7 & 10	8	8 (a,b)	8 & 19	10	10 & 11	10 & 18	12	Totals
Exonerated	2			1	1			1	1 (1)‡			2 (1)‡	8
Admonished	1												1
Admonished & fined				1		3							4
Admonished & conduct probation				2		6						1	9
Admonished, conduct probation, & req'd to make restitution									1				1
Exonerated; Reprimand, conduct probation							1						1
Exonerated; Reprimand, conduct probation							1				1		2
Admonished, fined, and req'd to make restitution				4		1							5
Admonished, fined, and req'd to make restitution	1												1
Admonished, fined, and req'd to make restitution				1		1							2
Reprimanded						1					1		2
Reprimanded & conduct probation						6				1			7
Reprimanded, conduct probation, & req'd to make restitution				1		1				1		1	4
Reprimanded, conduct probation, & req'd to make restitution						2						1	3
Reprimanded & fined						1							1
Withdrew from University		1				1							2
Restitution			1										1
Fined									1				
<b>TOTALS</b>	<b>4</b>	<b>1</b>	<b>1</b>	<b>10</b>	<b>1</b>	<b>23</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>5</b>	<b>54</b>

Article 5 (Disruption)

Article 5 & 6 (Disruption & Unauthorized Entry and/or Presence)

Article 6 & 12(Unauthorized Entry and/or Presence & Misuse of Library or Computer Resources) )

Article 7 (Theft, Damage and Destruction of Property)

Article 8 (Physical Abuses, Harassment and Dangerous Activity)

Article 8 & 19 (Physical Abuses, Harassment and Dangerous Activity & Disruption of Teaching and/or Research Activities)

Article 10 (Unauthorized or Fraudulent Use of University Facilities, Equipment or Services)

Article 10 & 18 (Unauthorized or Fraudulent Use of University Facilities, Equipment or Services & Misrepresentation of Facts)

Article 11 (Misuse of University Supplies or Documents)

Article 12 (Misuse of Library or Computer Resources)

‡ = graduate student

## Appendix C. Cases referred to CSD

<b>Article - Decision</b>	<b>8</b>	<b>10</b>	<b>10 &amp; 11</b>	<b>12</b>	<b>15</b>	<b>16</b>	<b>Totals</b>
Exonerated						1	<b>1</b>
Exonerated; Reprimand & conduct probation	1						<b>1</b>
Exonerated, Admonished	1						<b>1</b>
Admonished							
Admonished & placed on conduct probation	1						<b>1</b>
Admonished, placed on conduct probation & restitution	1						<b>1</b>
Admonished, placed on conduct probation & failing grade					1		<b>1</b>
Conduct probation & restitution				1			<b>1</b>
Reprimand & placed on conduct probation							
Reprimand, placed on conduct probation & restitution			1				<b>1</b>
Fined		1					<b>1</b>
<b>TOTALS</b>	<b>4</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>9</b>

*Article 8 (Physical Abuses, Harassment & Dangerous Activity)*

*Article 10 (Unauthorized or Fraudulent Use of University Facilities, Equipment or Services)*

*Article 11 (Misuse of University Supplies or Documents)*

*Articles 10 & 18 (Unauthorized or Fraudulent Use of University Facilities, Equipment or Services) & (Misuse of University Supplies or Documents)*

*Article 12 (Misuse of Library Computer Resources)*

*Article 15 (Plagiarism)*

*Article 16 (Cheating)*