

## Department of Electrical Engineering and Computer Science Ethics Policy

Ethical infractions include, but are not limited to, cheating, plagiarism, and tampering with graded material. Two levels of ethical infractions are defined:

1. A *minor* infraction is an offense that occurs in any assignment that affects less than 25% of a course grade.
2. A *major* infraction is an offense that occurs in any assignment that affects 25% or more of a course grade. Any repeat offense during a student's enrollment at CSU is also a major infraction.

At a minimum, the following penalties will be imposed for all minor infractions. Additional penalties may also be imposed by the instructor or the Department Chair.

1. The student will receive an F (or zero) on the assignment that is related to the offense.
2. The instructor who discovers the offense will write a letter to the student documenting the infraction. The instructor will send a copy of the letter to the Department Chair, and place a copy in the student's file in the department office. The instructor who discovers the offense is responsible to check the student's file before taking action in order to determine if the offense is a repeat offense. If the offense is a repeat offense, then the infraction is, by definition, a major infraction.
3. The student will lose all department funding.

At a minimum, the following penalties will be imposed for all major infractions. Additional penalties may also be imposed by the instructor or the Department Chair.

1. The student will receive an F in the course that is related to the offense.
2. The instructor who discovers the offense will write a letter documenting the infraction to the Department Chair.
3. The Department Chair will write a letter documenting the infraction to the student, with copies to the Dean, the University Registrar, and the student's file in the department office. The Registrar will record the infraction on the student's permanent record.

In case a student commits a second major infraction, the Department Chair will, at a minimum, ask the Dean to recommend to the University President that the student be suspended for the following semester.

In case a student commits any further infractions beyond the second major infraction, the Department Chair will, at a minimum, ask the Dean to recommend to the University President that the student be expelled from the University.

These actions are all consistent with the "Academic Regulations and Procedures" chapter in the CSU Student Handbook.