SEEPPAI TEACHING STAFF SURVEY - English 2016

Page 1: SOUTH-EAST EUROPE PROJECT ON POLICIES FOR ACADEMIC INTEGRITY (SEEPPAI)

Welcome to this study on policies for student plagiarism and academic integrity in Higher Education in South-Eastern European countries

This questionnaire is in English for Higher Education academic teaching staff. Different language versions of this questionnaire are available. Separate questionnaires are available for students and senior managers.

The questionnaire will explore your perceptions and understanding about policies and procedures within your institution for deterring and managing student plagiarism and academic dishonesty. By completing this survey you will be contributing to an important Council of Europe project. Your input will help to influence educational strategy and policy locally, nationally and internationally.

Questions and Answers

Why have I been approached? We are surveying a broad range of people in higher education in this region about their understanding and experiences.

Do I have to take part? Participation is entirely voluntary. If you change your mind about participating in the survey you can withdraw by not submitting your responses. There are no consequences to deciding that you no longer wish to participate in this study.

How long will it take? The survey will take abouit 10-15 minutes of your time.

Will my responses be kept anonymous? Yes. All personal information will be removed from the responses. The survey analysis will ensure that none of the participants or their institutions can be identified. All responses will be collated and analysed in such a way that individuals and institutions will not be named.

What will happen to the results of the research study? The results will be analysed and presented in a project report. They may be presented at academic conferences

and published in academic journals. The data collected from the survey may be used for subsequent related research, preserving anonymity.

Who is organising and funding the research? This research is being coordinated by Dr Tomáš Foltýnek, Mendel University in Brno, Czech Republic and Irene Glendinning, Coventry University, UK. This project is funded by the Council of Europe.

Who has reviewed the research? The research design has been reviewed and approved through Coventry University's Research Ethics procedures.

Page 2: Data Protection statement

All data collected in this survey will be held anonymously and securely. No personal data will be retained with the survey results.

I have read and understand the preceding participant information and understand that by completing the survey I consent to participate in this study.

I understand that I have the right to withdraw from the survey at any time during the survey, without giving a reason.

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1. Define in one phrase or sentence what you understand by the word plagiarism.

2. How do students at your institution become aware of the seriousness and consequences of plagiarism and other forms of academic dishonesty (cheating)? Tick all options that apply in columns 1 and 2 below.

	Students became aware of the seriousness and consequences of plagiarism through	Students became aware of the seriousness and consequences of academic dishonesty through
Web site	☐	☐
Course booklet, student guide, handbook	☐	☐
Leaflet or guidance notes	☐	☐
Workshop / class / lecture	☐	☐
Teacher or supervisor	☐	☐
Posters	☐	☐
Information during introductory lectures	☐	☐

Anti-plagiarism software	☐	☐
Social media	☐	☐
Friends and family	☐	☐
Other students	☐	☐
I am not aware of any information about this	☐	☐

2.a. Please tell us about any other sources of information available at your institution that highlight the seriousness and consequences of plagiarism or academic dishonesty

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3. Please answer each of the questions below by ticking one of the 6 options on the right

	Strongly Disagree	Disagree	Not sure	Agree	Strongly Agree	Not applicable
My institution has policies and procedures for dealing with plagiarism	○	○	○	○	○	○
My institution has policies and procedures for dealing with academic dishonesty	○	○	○	○	○	○

My institution has policies and procedures for dealing with exam cheating	○	○	○	○	○	○
My institution has policies and procedures for when a student uses a ghost writer or third party to complete an assessment for them	○	○	○	○	○	○
Plagiarism policies, procedures and penalties are available to students	○	○	○	○	○	○
Plagiarism policies, procedures and penalties are available to teaching staff	○	○	○	○	○	○
Penalties for plagiarism are administered according to a standard formula	○	○	○	○	○	○
I know what penalties are applied to students for different forms of plagiarism and academic dishonesty	○	○	○	○	○	○
Student circumstances are taken into account when deciding penalties for plagiarism	○	○	○	○	○	○
I have come across at least one case of plagiarism committed by a student at my institution	○	○	○	○	○	○

I am aware of at least one student who had an assessment completed for them by someone else	○	○	○	○	○	○
I believe I may have plagiarised (accidentally or deliberately)	○	○	○	○	○	○
There should be more training for academic teachers on avoidance of plagiarism and academic dishonesty at my institution	○	○	○	○	○	○
Students receive training in techniques for scholarly academic writing	○	○	○	○	○	○
There should be more training for students on avoidance of plagiarism and academic dishonesty at my institution	○	○	○	○	○	○
I believe that in my institution all teachers follow the same procedures for similar cases of student plagiarism	○	○	○	○	○	○
I believe that in my institution the way each teacher responds to a case of student plagiarism is the same for every student	○	○	○	○	○	○

Our academic integrity strategy, policies and procedures are regularly monitored and reviewed	○	○	○	○	○	○
Our national quality and standards agencies monitor plagiarism and academic dishonesty in higher education institutions	○	○	○	○	○	○

4. What would happen if a student at your institution was found guilty of plagiarism in their assignment or final project/thesis/dissertation? (Answer by ticking all that could apply)

	Assignment	Final project, thesis or dissertation
No action would be taken	☐	☐
Verbal warning	☐	☐
Formal warning letter	☐	☐
Required to re write it	☐	☐
Required to complete a new assignment	☐	☐
Zero mark for the work	☐	☐
Repeat the module or subject	☐	☐
Fail the module or subject	☐	☐
Repeat the whole year of study	☐	☐
Fail the whole programme or degree	☐	☐
Expose the student to school community	☐	☐
Temporary suspension from the institution	☐	☐
Expelled from the institution	☐	☐

Fine or financial penalty	☐	☐
Other	☐	☐

5. What digital tools or other techniques are used in your institution to deter or detect academic dishonesty and how are they used?

	Name of tool or technique	How this tool or technique is used
Digital tool 1		
Digital tool 2		
Digital tool 3		

6. Which of the following services are provided at your institution to advise students about academic writing skills?

☐ Academic support unit

☐ Advice in class during course/module

☐ Additional lectures or workshops

☐ Advice from tutors or lecturers

☐ Guidance from the Library

☐ Academic writing unit/Study skills unit

☐ Other

6.a. If you selected Other, please specify:

7. Please select by ticking one box in the appropriate columns on the right

	Individual teacher or supervisor	Specially designated role	Senior manager, dean, vice rector	Panel or committee
Who decides whether a student is guilty of plagiarism?	○	○	○	○
Who decides on the penalty applied to students for plagiarism?	○	○	○	○
Who decides whether a student is guilty of asking someone else to complete their assessment?	○	○	○	○
Who decides on the penalty applied to students who ask someone else to complete their assessment?	○	○	○	○
Who decides whether a student is guilty of exam cheating?	○	○	○	○
Who decides on the penalty applied to students for exam cheating?	○	○	○	○

7.a. If a panel or committee is convened to make decisions on academic misconduct, at what level within the institution does this operate (select all that can apply)

☐ Institution
☐ Faculty
☐ School
☐ Department
☐ Course
☐ Not applicable

7.b. Is any training provided for people involved in making decisions on academic misconduct and penalties?

○ yes

○ no

8. What do students find difficult about academic writing? (Select all that apply)

☐ Finding good quality sources

☐ Referencing and citation

☐ Paraphrasing

☐ Understanding different referencing formats and styles

☐ Time management

☐ Language skills

☐ Tackling cultural differences

☐ Building a critical argument with evidence

☐ Other

8.a. If you selected Other, please specify:

9. What leads students to decide to plagiarise? (select what you believe to be the most common reasons)

☐ They think the lecturer will not care

☐ They think they will not get caught

☐ They run out of time

☐ They don't want to learn anything, just pass the assignment

☐ They don't see the difference between group work and collusion

☐ They can't express another person's ideas in their own words

- ☐ They don't understand how to cite and reference
- ☐ They are not aware of penalties or consequences
- ☐ They are unable to cope with the workload
- ☐ They think their written work is not good enough
- ☐ They feel the task is completely beyond their ability
- ☐ It is easy to cut and paste from the Internet
- ☐ They feel external pressure to succeed
- ☐ Plagiarism is not seen as wrong
- ☐ They have always written like that
- ☐ Unclear criteria and expectations for assignments
- ☐ Their reading comprehension skills are weak
- ☐ Assignments tasks are too difficult or not understood
- ☐ Teachers are not able to control student plagiarism
- ☐ They are lazy or have other priorities
- ☐ Other

9.a. If you selected Other, please specify:

10. Approximately how many of your students committed some form of academic misconduct in the last academic year?

	Approximate number of students
Number of students with plagiarised work	
Number of students with work completed by a ghost writer or third party	
Number of students found cheating in exams	

Total number of students you taught in the semester	

11. Assuming that 40% of a student's submission is from other sources and is copied into the student's work as described in (a-f) below, indicate your judgement on plagiarism by ticking one of the boxes in the first four columns and answer as to whether a penalty should be applied in each case, by ticking YES or NO in the last columns:

	This is serious plagiarism	This case is plagiarism	Not sure about this case	This is definitely not plagiarism	Should a penalty be applied?	
					YES	NO
word for word with no quotations	○	○	○	○	○	○
word for word with no quotations, has a correct references but no in text citations	○	○	○	○	○	○
word for word with no quotations, but has correct references and in text citations	○	○	○	○	○	○
with some words changed with no quotations, references or in text citations	○	○	○	○	○	○
with some words changed with no quotations, has correct references but no in text citations	○	○	○	○	○	○

| with some words changed with no quotations, but has correct references and in text citations | ○ | ○ | ○ | ○ | ○ | ○ |

12. Please provide suggestions for reducing student cheating and provide examples of good practice at your institution for encouraging a culture of academic integrity.

Information about you

13. Name of the institution where you are currently working

14. In which country is your institution is based?

○ Albania

○ Bosnia and Herzegovina

○ Croatia

○ Macedonia

○ Montenegro

○ Serbia

○ Other

14.a. If you selected Other, please specify:

[   ]

15. In which country were you born?

○ Albania
○ Bosnia and Herzegovina
○ Croatia
○ Macedonia
○ Montenegro
○ Serbia
○ Other

15.a. If you selected Other, please specify:

[   ]

16. Your Gender

○ Male
○ Female
○ Other

17. What is the main subject you teach?

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18. If you would be interested in participating in further research about plagiarism and academic integrity or if you would be interested in finding out more about the European Network for Academic Integrity (ENAI) then please provide your email address.

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The SEEPPAI team are most grateful for your contribution to this survey.

For more information about the project please visit: http://plagiarism.cz/seeppai