

Student Academic Honesty Council – Student Ambassador Program

The Office of Academic Honesty has a mission to cultivate a culture of academic integrity at the University of Georgia. Part of this mission involves providing education and information to students and faculty that promotes and preserves academic integrity. Student Ambassadors have the unique opportunity to develop this relationship through leadership and campus advocacy. They are critical to building a culture of academic integrity on campus through peer-to-peer education. Acting as Ambassadors, students will uphold the academic honesty policy of UGA in their own academic careers and help other students understand academic integrity.

Learning Objectives:

1. Promote UGA's "A Culture of Honesty" using a peer-to-peer model of education
2. Develop Student Ambassadors' career readiness competencies
3. Provide Student Ambassadors opportunities to be campus leaders

Activities & Assignments

Students that wish to receive experiential learning credit are expected to complete and participate in all of the following activities and assignments. These are mandatory. If students wish to serve as a student ambassador, but do not wish to receive Experiential Learning credit, they should plan to attend all meetings and complete all activities excluding the individual reflection essays. Students that fail to complete activities will be removed from the program at the discretion of the program facilitator.

Orientation:

Student ambassadors will receive formal training to serve on a panel, as an advisor, and as a Remediation Peer Educator in an intensive training day. Breakfast and lunch will be provided, and students should be prepared to take notes and come ready to ask questions. Prior to orientation, students will be enrolled in the eLC Academic Integrity Module. Students must complete the module prior to orientation. Once students complete the training, they will be initiated into the program, receiving their official Academic Integrity gear. Orientation is designed to foster community between student ambassadors and begin thinking critically about academic integrity issues. The date will be **September 10, 2023: 9 a.m. – 5 p.m.**

Group Meetings:

These meetings will be used for training and planning purposes. We will lay out expectations for experiential learning credit and provide the resources needed to assist students in meeting these expectations. Some meetings will focus on providing a space for students to work together on planning their events for Academic Integrity Week and the Housing Integrity Event.

Other group meetings will challenge student ambassadors to think critically about academic integrity, ethical leadership, and how they can communicate their values as students and in their future careers. Students will also receive opportunities to work on their written and oral communication skills, professionalism, and teamwork skills.

These meetings will foster community between student ambassadors and administrators in the Office of Academic Honesty. They provide opportunities to connect and develop real-world skills, and give students the opportunity to think critically.

Group Meetings will be scheduled for 2 hours in-person from 5 – 7 p.m. in Memorial Hall on the following dates:

- September 19, 2023
- October 3, 2023
- November 7, 2023
- January 9, 2024
- February 6, 2024
- April 2, 2024

Individual Meetings:

These meetings are designed to discuss the student's personal experience as a Student Ambassador and assess their learning progress in the Experiential Learning program. These meetings will help the student reflect on their growth and future learning goals as well as the contribution they have made as a Student Ambassador. They will also provide support for you to help you be successful in the Experiential Learning activities.

Students should plan to talk about any assigned readings and tasks. The individual meetings will be your opportunity to discuss your experience, growth, and contributions to the program. Students will be able to provide feedback on the activities, including what is going well and what can improvements this office can make to support you. Self-reflection and evaluation are crucial building blocks in professionalism, communication, and career and self-development.

Meetings will be scheduled for 20 minutes. Students can choose to meet in-person or via Zoom, and the meetings will be scheduled at your convenience using this [link](#) during the following times:

- September 25 – 29, 2023
- November 13 – 17, 2023
- February 12 – 16, 2024
- April 22 – 26, 2024

Academic Honesty Panel:

You will serve on an Academic Honesty Panel *at least once per academic year* to receive credit in Experiential Learning. Panels determine whether it is more likely than not a student violated the academic honesty policy, and if they did violate the policy, the panel assigns sanctions. Panels will occur throughout the academic year, and Student Ambassadors will be given priority for serving on a panel. Serving on a panel provides students with a unique opportunity to work closely with faculty and make decisions with faculty regarding the case.

As a Panelist, you are required to make informed, defensible, and just decisions about cases of potential academic misconduct and appropriate and educational sanctions. To arrive at good decisions, it is necessary to use logic, critical thinking skills, and empathy, and to be an effective panelist, you must display professional behavior and the ability to work with other students and faculty as a team. Panelists are given the written documentation prior to meeting the student and faculty. They must process and synthesize this information in order to ask relevant questions and deduce what transpired. Panelists will assign sanctions if the majority of the panel find a violation.

In the event that the number of panels is limited, the Office of Academic Honesty will host an additional in-person meeting to review a previous panel. Students will receive the Continued Discussion Materials during the meeting, and a recording of the meeting will be played. Students will be expected to write their individual panel reflection on that experience.

Academic Integrity Week – Fall 2022:

Ambassadors will be split into groups and assigned a day for the week of October 16 – October 20 (Monday – Friday). Each group will develop and implement an engaging Academic Integrity activity on campus. Ambassadors will submit their proposal to the Program Coordinator by 12 p.m. on September 24, for approval prior to individual meetings.

This activity will engage Ambassadors in event planning and project implementation, both of which are skills needed post-graduation and in your professional careers. In addition, Ambassadors will have to collaborate with group members on an activity, building their teamwork skills. Students will consider inclusion in their events, plan for the best way to promote their event and communicate the importance of academic integrity, and show leadership and professionalism as representatives of the Office of Academic Honesty.

Housing Event – Spring 2023:

Students will be grouped together to go to an assigned housing location and engage students in Academic Integrity Dialogue. Students will design their topics at the November group meeting and present at housing locations from February 19 – March 1.

Ambassadors will use this opportunity to advance their public speaking skills. The Program Coordinator will help students set up and take down the event and will provide promotional items to give to students that discuss these topics with the Ambassadors, as needed. These activities serve to develop your teamwork, communication, and leadership skills. They work together to plan and implement and as they *engage with other students during* these events as leaders in academic integrity.

Remediation Peer Educator

Students will commit to three Restorative Justice Conferences each semester.

Restorative Justice Conferences serve the purpose of bringing together “offenders” — students who have caused harm to the academic community by committing academic misconduct — and the two parties that have been harmed by their actions — students and instructors. Remediation students will talk about their individual cases, reflect on the reasons and circumstances that led them to commit academic misconduct, and determine steps they can take to repair their damaged integrity and the harm they have caused.

Remediation Peer Educators help remediation students understand how academic misconduct hurts other students; propose and/or agree on specific steps remediation students should/want to take to repair the harm they have caused; and give helpful advice on how they can engage in professional development.

Remediation Peer Educators need to be able to listen carefully, put themselves in the shoes of remediation students, and support them in their efforts to undergo positive personal development and make amends to the academic community. They need to be trustworthy, supportive, non-judgmental, committed to restorative justice, and have a deep interest in helping other students engage in professional development.

Reflection Essays:

The primary purpose of the reflection essays is for students to reflect on their experience and think through their experiences and development. Giving and receiving criticism in a constructive and thoughtful manner can be challenging, and this process will prepare students for professional feedback experiences. This includes an opportunity for the Ambassadors to provide feedback to the Program Coordinator about the Experiential Learning credit and the Ambassador program. In your essay, you are encouraged to offer instructive feedback about the program and to make suggestions for how to improve it in the future.

Students will write a reflection on the following activities:

1. Academic Integrity Week
2. Housing Event
3. Panel Experience
4. Final Experience

They will be asked to explain what they have learned from each activity. They will then be asked how the Office of Academic Honesty can better address issues of academic integrity and support the Experiential Learning Program for future academic years.

A rubric for all reflections will be provided.

Opportunities

Opportunities are events or activities that are not mandatory, but that assist students in their professional growth and leadership development. These events are highly encouraged, and some space may be limited.

ICAI Southeast Regional Conference/Community Building through IngridTEA Talks

Student ambassadors will be given the opportunity to attend and assist with a virtual regional conference on academic integrity topics. Whether students intend to go to graduate school or not, this conference is an opportunity to learn and understand how a conference operates and allows students to network with other universities and peers in the field. There will also be several IngridTEA Talks that students will be invited to attend. These open conversations will help students explore community building and open them to new academic integrity thoughts, ideas, and processes.

ICAI Annual Conference

Student ambassadors will be given the opportunity to attend and present at the annual conference for the International Center for Academic Integrity. Students that are interested may receive a stipend to assist with conference fees, hotel and travel costs covered by a grant provided by the Parent Leadership Council.

Student Advisor

Student Ambassadors that have served on a panel may have the opportunity to work as an advisor to students that going to a Continued Discussion or have to meet with the Multiple Violations Review Board. If interested, students will require an additional training session with the program facilitator. Serving as a student advisor develops skills related to communication, critical thinking, leadership, and professionalism.

Student Ambassador Schedule:

Date	Time	Location	Topic	Details
September 2023				
9/10/2023	9 a.m. – 5 p.m.	Memorial Hall	Orientation	<ul style="list-style-type: none"> • Expectations for EL • FERPA Training • A dive into integrity • Panel Review • Restorative Justice Training
9/19/2023	5 – 7 p.m.	Memorial Hall	Giving Voice to Values Academic Integrity Week	<ul style="list-style-type: none"> • Giving Voice to Values • Split into groups • Assign dates/tasks • Choose topics • Panel Review
9/26 – 9/30	Various	Zoom Videoconference	Individual Meetings	20 minutes with Program Coordinator
October 2023				
10/3/2023	5 – 7 p.m.	Memorial Hall	Academic Integrity Week Planning	<ul style="list-style-type: none"> • Topic/Team Selection • Presentation Training & Assignments
10/16 – 10/20	Various	Academic Integrity Week	TBD	TBD
10/18/2023	All Day	Various	International Day Against of Action for Academic Integrity	
10/26-10/27	Various	Southeast Regional Consortium Conference on Academic Integrity	TBD	TBD
November 2023				
11/7/2023	5 – 7 p.m.	Memorial Hall	Housing Programming Ethics Unwrapped	<ul style="list-style-type: none"> • Team Review • Videos & Discussion, Ethics Unwrapped • Panel Review • Assigned Cases
11/13 – 11/17	Various	Zoom Videoconference	Individual Meetings	20 minutes with Program Coordinator
January 2024				
1/9/2024	5 – 7 p.m.	Memorial Hall	Housing Programming	<ul style="list-style-type: none"> • Team Selection, Topic, and Research • Scenario Training • Case Presentation
February 2024				
2/6/2024	5 – 7 p.m.	Memorial Hall	Housing Programming Planning	• Group breakout
2/12 – 2/16	Various	102D Memorial Hall/Zoom Videoconference	Individual Meetings	20 minutes with Program Coordinator
2/19 – 3/1	TBD	TBD	Housing Programming	Assigned day/topic plan
March 2024				
3/5-3/10	All Day	Calgary, AB, Canada	ICAI Annual Conference	
April 2024				
4/2/2024	5 – 7 p.m.	Memorial Hall	Final Reflection Thank you Banquet	Awards & Certificates
4/22 – 4/26	Various	102D Memorial Hall/Zoom Videoconference	Individual Meetings	20 minutes with Program Coordinator