Communications Department Policy on Academic and Journalistic Honesty

In keeping with the University of La Verne policy on Academic Honesty, the Communications Department will not tolerate any breach in academic or journalistic honesty. Because the Communications Department also serves as gatekeeper for journalistic and creative media available for public consumption, the department also must maintain – and hold its students to – the highest ethical standards of professional media outlets. The Communications Department makes public much student work via its print and online publications, the Campus Times and La Verne Magazine, and its TV and radio stations, LVTV, KWST, and LeoFM. Any breach in academic or journalistic honesty, which includes but is not limited to plagiarism, creates a liability for those outlets, the Communications Department and the University, as well as for the student who perpetuates the breach. If a plagiarized or falsified piece were to be published in a department sponsored publication, or aired on a University station, the Communications Department and the University, along with the student, could face a lawsuit.

Breeches in academic and journalistic honesty include but are not limited to:

Plagiarism: Taking credit for someone else’s work or neglecting to fully and accurately attribute all source information quoted or paraphrased in every instance it is used (whether intentionally or unintentionally) on a class paper, or in a publication or broadcast piece. Plagiarism also includes taking credit for someone else’s photographic, videographic or creative image, or audio recording. Neglecting to gain permission to use such images, or failing to fully and accurately attribute them, is also a breach of academic and journalistic honesty.

Falsification: Making up quotes, opinions, sources, or other information and publishing or broadcasting it as fact; or attributing factual information to incorrect or fictional (made-up) sources.

Misidentification: Failing to fully and accurately identify a source according to the specified attribution guidelines for class papers, or the print or broadcast outlet’s attribution guidelines; or “mixing up” sources, i.e. attributing accurate information to the wrong source.

Quoting Without Permission: Statements made by faculty members in the classroom may not be quoted without the specific consent of the individual. However, statements made in public gatherings and in interviews with Campus Times, La Verne Magazine, LVTV, KWST and Leo FM staff members are subject to direct quotation. Additionally, quoting interview sources without their specific consent is a breach in journalistic honesty. Interview subjects must be made aware that they are “on the record.”

Copyright Breeches: All text and photography published in the Campus Times and La Verne Magazine are the property of those publications and the Communications Department, and not the authors or photographers. No work published in the print or online versions of the Campus Times and La Verne Magazine may be copied, republished in other publications or reposted on other websites, in writers’ and photographers’ personal blogs, websites and digital portfolios – without the express permission of the publication advisers.

Inappropriate Collaboration/Cheating: Accepting any unauthorized help on an exam or quiz. This includes working with another student or students, or using notes or text messages in a closed-book examination. The assistance of tutors and peer helpers on projects and papers, likewise, must stop short of creating the paper or project for the student.

Consequences for Breeches in Academic or Journalists Honesty:

For first-time offenders:
• An automatic F in the class and
• A one-semester to one-year suspension from participation in Communications Department publications and TV and radio stations and
• A meeting with the Department Chair to discuss academic honesty, at which time a research paper on an area of academic or journalistic integrity will be assigned.

Note: All cases of academic or journalistic dishonesty will be reported to the full Communications Department and the Dean of the College of Arts and Sciences.

Note Well: A second breach in academic or journalistic honesty will result in expulsion from Communications Department classes, as well as possible suspension or expulsion from the University.