

RESOLUTION
**Penalty Guidelines for Part 7 of the Monash University (Council) Regulations
Academic misconduct and research misconduct**

Pursuant to regulation 42 of the Monash University (Council) Regulations, the Monash University Council resolved to issue the following penalty guidelines for academic misconduct and research misconduct for the purpose of Part 7 of the Monash University (Council) Regulations:

Offence/Circumstance	First offence not of a serious nature and student:	First offence of a serious nature (e.g. deliberate disregard for or a clear attempt to circumvent rules), or second offence not of a serious nature	Second offence of a serious nature.
	<ul style="list-style-type: none"> expresses remorse; and/or does not appear to have understood the consequences or impact of his/her actions 		
ACADEMIC MISCONDUCT			
Plagiarism	<i>Record of guilt and disallowance of work.</i>	<i>Record of guilt and:</i> <ul style="list-style-type: none"> <i>imposing a zero in the unit; and</i> <i>suspension.</i> 	<i>Record of guilt and imposing zero in unit and either:</i> <ul style="list-style-type: none"> <i>suspension; or</i> <i>exclusion.</i>
Collusion	<i>Record of guilt and disallowance of work.</i>	<i>Record of guilt and:</i> <ul style="list-style-type: none"> <i>imposing a zero in the unit; and</i> <i>suspension.</i> 	<i>Record of guilt and imposing zero in unit and either:</i> <ul style="list-style-type: none"> <i>suspension; or</i> <i>exclusion.</i>
Cheating in an examination (including by using a mobile phone)	<i>Record of guilt and disallowance of work.</i>	<i>Record of guilt and:</i> <ul style="list-style-type: none"> <i>disallowance of the exam or imposing a zero in the unit; and</i> 	<i>Record of guilt and imposing zero in unit and either:</i> <ul style="list-style-type: none"> <i>suspension; or</i> <i>exclusion.</i>



		<ul style="list-style-type: none"> • <i>suspension.</i> 	
Cheating by having another person complete an assessment/exam	<i>Record of guilt and disallowance of work.</i>	<i>Record of guilt and:</i> <ul style="list-style-type: none"> • <i>imposing a zero in the unit; and</i> • <i>suspension.</i> 	<i>Record of guilt and imposing zero in unit and either:</i> <ul style="list-style-type: none"> • <i>suspension; or</i> • <i>exclusion.</i>
Assisting someone else to cheat	<i>Record of guilt and disallowance of work.</i>	<i>Record of guilt and:</i> <ul style="list-style-type: none"> • <i>imposing a zero in the unit; and</i> • <i>suspension.</i> 	<i>Record of guilt and imposing zero in unit and either:</i> <ul style="list-style-type: none"> • <i>suspension; or</i> • <i>exclusion.</i>
Falsifying documents to support a special consideration application	<i>Record of guilt* and:</i> <ul style="list-style-type: none"> • <i>disallowance of the work; and</i> • <i>conditional penalty focussed on cause of conduct.</i> 	<i>Record of guilt and:</i> <ul style="list-style-type: none"> • <i>disallowance of the work or imposing a zero in the unit; and</i> • <i>suspension with conditions focussed on cause of conduct.</i> 	<i>Record of guilt and:</i> <ul style="list-style-type: none"> • <i>exclusion; and</i> • <i>imposing a zero in the unit.</i>
RESEARCH MISCONDUCT			
Failing to comply with ethics approval requirements	<i>Record of guilt* and:</i> <ul style="list-style-type: none"> • <i>reprimand; and</i> • <i>conditional penalty to ensure compliance.</i> 	<i>Record of guilt and:</i> <ul style="list-style-type: none"> • <i>disallowance of research affected; and</i> • <i>suspension.</i> 	<i>Record of guilt and exclusion.</i>
Misrepresenting (or falsifying) research results	<i>Record of guilt* and:</i> <ul style="list-style-type: none"> • <i>disallowance of research affected or conditional penalty requiring</i> 	<i>Record of guilt and:</i> <ul style="list-style-type: none"> • <i>disallowance of research affected or conditional penalty (as appropriate)</i> 	<i>Record of guilt and exclusion.</i>



	<p><i>retraction from publication (as appropriate); and</i></p> <ul style="list-style-type: none"> <i>reprimand.</i> 	<p><i>requiring retraction from publication; and</i></p> <ul style="list-style-type: none"> <i>suspension.</i> 	
Inadequate recording of data	<p><i>Record of guilt and reprimand.</i></p>	<p><i>Record of guilt and:</i></p> <ul style="list-style-type: none"> <i>disallowance of research affected; and</i> <i>conditional penalty to achieve compliance; or</i> <i>suspension.</i> 	<p><i>Record of guilt and:</i></p> <ul style="list-style-type: none"> <i>suspension with disallowance of research affected; or</i> <i>exclusion.</i>
Plagiarism	<p><i>Record of guilt and disallowance of research affected.</i></p>	<p><i>Record of guilt and:</i></p> <ul style="list-style-type: none"> <i>disallow the research affected; and</i> <i>suspension.</i> 	<p><i>Record of guilt and disallow the research affected or mark and either:</i></p> <ul style="list-style-type: none"> <i>suspension; or</i> <i>exclusion.</i>

*** It would only be in very unusual circumstances that this would be an offence that is not of a serious nature due to the inherent seriousness of the offence.**

There are no penalty guidelines for general misconduct. Decision makers should refer to subregulations 42(1) and 42(2) of the Monash University (Council) Regulations.

These penalty guidelines take effect from the date of the Council’s resolution and remain in operation until amended, replaced or revoked by the Monash University Council.