

Honor Council Standard Definitions and Policies

Article I. Overview

The following are the default definitions the Council will use when instructions/syllabi are left open-ended. This list is non-exhaustive and non-binding, and panel members have the right to adjust the definitions on a case-by-case basis. However, these definitions will serve as a general guideline for how Council members interpret some commonly used words.

Article II. Definitions and Associated Policies

Section 1: Collaboration refers to students working together on any given assignment. When collaboration is *explicitly* permitted, this includes all assignment-specific discussions as well as concept-level discussions. Students are allowed to develop answers to specific problems together and check answers with each other. However, collaboration does not confer the right for students to submit the exact same document— students must write down the answers themselves. While the "core" of the answer can be the same, the wording cannot be identical unless explicitly permitted (or if precise wording is necessary to answer the question).

Students must be able to demonstrate that they worked *together* when developing responses and that one student did not copy off the other. This means that students are usually barred from dividing questions among themselves.

Section 2: Submitting the same assignment is a heightened standard of collaboration where students submit the same, or extremely similar, assignment to the professor. All students must have worked in some capacity on the assignment. All students that contributed to the assignment must be credited.

Section 3: Collaboration with past students refers to collaborating with another student who has previously taken the course in question. Collaborating with past students is usually *forbidden* even when collaboration is permitted, so students have an affirmative duty to check with professors before consulting past students. This excludes academic fellows and other university-sponsored tutors (when collaboration is permitted). Professors are free to forbid the use of fellows or other tutors but must do so explicitly.

Section 4: Concept-level discussion refers to non-assignment-specific discussion of class concepts. When only concept-level discussion is permitted, students are barred from working on specific questions together but can discuss the broad class concepts used to answer the questions.

Section 5: Proofreading consists of another person reading an essay or assignment and offering suggestions on how to improve the *prose* of the essay. The Honor Code permits proofreading of essays unless otherwise specified by the professor. Proofreading for other assignments is up to the discretion of the professor, and students have an affirmative obligation to clarify with them.

Section 6: Citations are how students credit other sources in their work and include both in-text citations and a references page. An academic citation style is required on all essays unless otherwise stated. Citations are *not* required on exams unless explicitly requested by the professor. Students have an affirmative obligation to clarify with professors whether citations are necessary for other assignments. Students don't have an obligation to cite class slides, lectures, or class textbooks on assignments unless the professor explicitly requires it; these are considered common knowledge.

Section 7: Honor Code Policies are professor-specific directives on how the Honor Code will be applied to specific assignments. Students are obligated to comply with these directives, and the Honor Council will enforce them. Honor Code Policies are found on the assignment itself, the syllabus, or in direct communication available to all students (i.e. email, classroom instruction on the day of the exam).

Article III. Right to Clarify

Professors have a right to clarify these terms as they wish to best fit their educational objectives. These definitions are what the Council will default to *only* when the professor does not clarify the terms in either the assignment's directions or the syllabus.

Article IV. Suggestions

Any suggestions regarding the addition of pre-defined terms or changes shall be brought to the attention of the Honor Council. The Honor Council will consider suggestions promptly.

Article V. Amendments

The Honor Council Standard Definitions and Policies may be amended by a majority vote of the Honor Council after consultation with the faculty liaison.

This document was last revised August 2022.