2.E - Core Component 2.E

The institution's policies and procedures call for responsible acquisition, discovery and application of knowledge by its faculty, staff and students.

1. Institutions supporting basic and applied research maintain professional standards and provide oversight ensuring regulatory compliance, ethical behavior and fiscal accountability.
2. The institution provides effective support services to ensure the integrity of research and scholarly practice conducted by its faculty, staff and students.
3. The institution provides students guidance in the ethics of research and use of information resources.
4. The institution enforces policies on academic honesty and integrity.

Argument

2.E.1

LCCC has established an Institutional Review Board (IRB) to protect the rights and safety of persons participating in research, while safeguarding the academic freedom of researchers. The IRB is registered with the federal Office of Human Research Protection (OHRP). The IRB oversees all research conducted with human participants by or through LCCC and ensures that human participants are treated with the utmost respect and fairness throughout the research process as stipulated by the Belmont Report. The IRB assists in the recruitment and ethical treatment of human participants, assures informed consent by the participants, ensures confidential data gathering, and fully considers the relationship of risks and benefits to participants. The IRB has the authority to approve, require modifications in, or disapprove all college research activities.

LCCC has several student research groups led by college faculty who ensure that students learn appropriate research techniques and scholarly practices in the areas of biology, chemistry, mathematics, and psychology. Since 2016, LCCC has hosted regional undergraduate research conferences in microbiology and psychology, and LCCC faculty have provided opportunities for students to present their research at national and regional conferences (**See 3.B.5**).

2.E.2

Criterion **3.D.5** details the LCCC Bass Library's instruction program for the effective use of research and information resources, which includes instruction on plagiarism and the ethical use of information. The Bass Library works with faculty to embed this instruction into their course curriculum. As described in **3.D.5**., the Library offers two online mini-courses in library research and information, the Library Research Toolkit and the Health Sciences Library Toolkit.

The Library also provides stand-alone research guides on the Research Process, (**See 3.D.5**), and specifically on how to Cite Sources & Avoid Plagiarism. The latter guide explains why citations are important; how to create citations; avoiding plagiarism, and where students can get help; and provides links to valuable resources on the topic. They also include links to the Library's guides to writing the APA, MLA, and Chicago Citation Styles. Finally, the Library offers instruction on copyright to students, faculty, and staff through its Copyright at LCCC research guide. Many these resources reference the College's Code of Conduct, which defines plagiarism (**See 2.E.3**).

Ethical use of information resources is built into LCCC's college composition courses (ENGL 161 and 162) and is reflected in the course descriptions. ENGL 161, a required course for every LCCC degree, is described as "an introduction to fundamental college-level skills in academic reading and writing. Summary, analysis, synthesis, and research documentation are emphasized, along with critical thinking and collaborative learning." ENGL 162, introduces students to library research and provides additional instruction on appropriate integrating and citing of source materials into academic writing.

A Writing Program Handbook developed for use by all writing instructors contains sample syllabi, course descriptions, and student learning outcomes. The handbook includes information about library resources listed above. Both ENGL 161 and 162 assignment templates (pp. 21 and 27 in the Handbook) specify that all major essay assignments require work with primary or secondary sources, including appropriate summary, paraphrase, and quotation; careful analysis of source material; synthesis of perspectives from multiple sources; and original research.

LCCC's college composition standard textbook, From Inquiry to Academic Writing, focuses on ethical use of information resources and is used by every instructor in the writing program. Chapters include "From Finding to Evaluating Sources," and "From Synthesis to Researched Argument."

2.E.3

LCCC's Code of Conduct provides clear expectations for academic honesty and integrity. The Honor Code embedded within asks all members of the campus community to "pledge to uphold the highest standards of professional and academic ethics." The Code of Conduct outlines various forms of academic misconduct, including both cheating and plagiarism. The penalties for academic misconduct can include a failing grade, "ejection from college property, suspension, expulsion, or dismissal so that collegiality, law and order can be maintained and the college may pursue its educational objectives and programs in an orderly manner." The process by which a complaint of academic misconduct is investigated, adjudicated, and appealed is outlined in LCCC's Code of Conduct procedure.

Sources

- Citation Modules Web Page
- Cite Sources Web Pages
- Copyright at LCCC Web Page
- From Inquiry to Academic Writing Table of Contents
- Health Sciences Library Toolkit
- LCCC Writing Program Handbook 2020
- Library Research Guide Use Stats
- Library Research Process Guide Web Page
- Library Research Toolkit
- Narrative description Student Research Groups
- Policy and Procedure II-460 Institutional Review Board
- Policy II-412 Code of Conduct
- Procedure II-412 Code of Conduct