

Academic Integrity: Graduate Program Rule 研究生项目学术诚信管理办法

Approved by the Faculty Assembly on November 26, 2021; approved by the Chancellors on March 18, 2024
2021年11月26日经昆山杜克大学教师大会批准；2024年3月18日经昆山杜克大学校领导批准

Students and faculty in the DKU graduate programs are subject to the regulations and procedures of the Duke University Graduate School, as set forth in the *Graduate School Student Handbook*; the Fuqua School of Business, as set forth in the *Fuqua School of Business Bulletin*; the Nicholas School of the Environment, as set forth in the *Nicholas School Honor Code*; and the Pratt School of Engineering as set forth in the *Pratt School of Engineering Professional Programs Bulletin*, whichever is appropriate to the program in question¹.

取决于具体项目的对应要求¹，昆山杜克大学研究生项目的学生和教师须遵守以下规章制度：杜克大学研究生院的《研究生院学生手册》，富卡商学院的《富卡商学院学术手册》，尼古拉斯环境学院的《尼古拉斯学院荣誉守则》，及普拉特工程学院的《普拉特工程学院专业项目学术手册》。

For cases involving graduate students, faculty members should consult with the Senior Director of Graduate Programs and Recruitment at DKU, who maintains a record and determines if there have been previous violations. Minor, first-time infractions (those that would not be grounds for suspension or more severe censure if proven true) may be resolved between the faculty member and the student. Faculty should report such cases to their DGS or program director and the Senior Director of Graduate Programs and Recruitment for archiving purposes. In more serious cases, cases that are not the first infraction, or in cases when the student is dissatisfied with the resolution, the program's Director requests an investigation within seven business days and informs the student that he/she is under investigation. The investigation is carried out by the DKU Graduate Academic Review Board (GARB).

对于涉及研究生的案件，教师应咨询昆山杜克大学研究生项目和招生资深主任，由其留存记录并核定该学生之前是否存在类似违规行为。首次的轻微违规行为（此类行为如经证实属实，不会导致停学或更严重惩罚）可由教师和学生直接解决，教师仍应向所在项目的主管和研究生项目和招生资深主任汇报作为留档。如案件情况更为严重，例如并非首次违规，或者学生对解决方案不满意的情况下，学生所在项目的项目主任会要求在七个工作日内启动调查，并通知学生他/她正在接受调查。调查由昆山杜克大学研究生学术审查委员会负责（以下简称“审查委员会”）。

¹ In the case of the MSc. Medical Physics and Global Health programs, the matter would be referred to the Duke Graduate School. In the case of the Master of Management Studies program, the matter would be referred to the Fuqua School of Business. In the case of the Electrical and Computer Engineering program, the matter would be referred to the Pratt School of Engineering. In the case of the International Master of Environmental Policy, the matter would be referred to the Nicholas School of the Environment, by agreement between the Sanford School of Public Policy and the Nicholas School of the Environment, the two schools issuing a joint degree to the iMEP students.

医学物理和全球健康理学硕士项目的案件提交至杜克大学研究生院。管理学硕士项目的案件提交至富卡商学院。电子与计算机工程硕士项目的案件提交至普拉特工程学院。根据桑福德公共政策学院和尼古拉斯环境学院之间的协议（该两所学院为环境政策硕士项目的学生颁发联合学位），环境政策硕士项目的案件提交至尼古拉斯环境学院。

GARB will include three full-time DKU faculty members whose primary teaching affiliation is with the graduate program as well as two graduate student representatives and is presided over by the Associate Vice-Chancellor for Graduate Studies and Research or designee. GARB members are appointed by the Associate Vice-Chancellor for Graduate Studies and Research or designee for a period of two years. In order to accommodate faculty schedules and review cases in a timely manner, the Associate Vice-Chancellor for Graduate Studies and Research designee may also appoint a pool of DKU faculty members and students who can serve in the place of unavailable regular GARB members. Following their appointment, the members of the GARB will meet with the Associate Vice-Chancellor for Graduate Studies and Research or designee for a briefing on their duties and responsibilities. Serious and complex cases regarding academic integrity that are passed on to the Senior Director of Graduate Programs and Recruitment will be reviewed by all the members of the Graduate Academic Review Board within 20 business days, who will make a majority-rule collective decision concerning the next steps. If the case is brought to the Graduate Academic Review Board at the end of a semester, they should complete their review within 20 days of the beginning of the following semester at the latest. In a case where such an extended review may prevent a student from graduating on time, the Graduate Academic Review Board may proceed without the input of the student members.

审查委员会包括三名全职教师，其主要教学关联是研究生项目，以及两名研究生代表，由协理副校长（研究生院与科研）或其指定者主持。审查委员会成员由协理副校长（研究生院与科研）或其指定者任命，任期两年。出于教师日程安排和及时进行审核的考虑，协理副校长（研究生院与科研）或其指定者还可以任命一批教师和学生为审查委员会候补成员，以代替不能出席的常规成员。在任命后，审查委员会成员将与协理副校长（研究生院与科研）或其指定者会晤，了解其作为成员的职责和责任。审查委员会的所有成员将在20个工作日内对提交给研究生项目和招生资深主任的关于学术诚信的严重和复杂案件进行审核，并将就下一步行动采取少数服从多数的集体决策。如案件在学期结束时提交至审查委员会，最迟应在下一学期开始的20天内完成审查；如该延期审查可能妨碍学生按时毕业，审查委员会可以在没有学生成员意见的情况下进行审核。

An established, centralized procedure ensures that a student who commits repeated academic honesty violations will not go undiscovered as a result of being dealt with by independent faculty and/or administration members in isolation. The Academic Review Board is charged with handling cases in a manner that upholds the DKU, Duke, Fuqua, Nicholas and Pratt Schools' Honor Codes, and balances students' educational interests with the university's interests in maintaining consistent and high standards.

建立集中化程序有助于确保学生多次违反学术诚信的行为不会因教师和/或行政成员独立处理案件而被忽视。审查委员会负责以维护昆山杜克大学、杜克大学、杜克富卡商学院、杜克尼古拉斯环境学院和杜克普拉特工程学院荣誉准则的方式处理案件，保持一致和高标准，并平衡学生的教育利益和昆山杜克大学利益。

The Graduate Academic Review Board, if finding a violation has occurred, will refer the matter to the Duke University school from which the student will receive a degree, in which case the procedures governing the investigation and adjudication of the matter will be those of the appropriate Duke University school, with the proviso that the adjudicating body specified in these procedures incorporates representatives of DKU faculty and staff as appropriate and is adapted to the geographic separation between DKU and Duke University.

如审查委员会发现存在违规行为，应将案件转交至将为该学生授予学位的相应杜克大学学院，并遵循该学院的调查和裁决事项的程序，但程序中涉及的裁决机构应酌情包含昆山杜克大学的教职员代表，并应充分考量和适应昆山杜克大学与杜克大学之间的地理分离。

- In the case of the MSc. Medical Physics (MMP) and Global Health (MGH), the case will be reviewed by the Duke Graduate School Judicial Board².
医学物理理学和全球健康理学硕士项目的案件，将由杜克大学研究生院仲裁委员会审查²。
- In the case of the Master of Management Studies (MMS), the case will be reviewed by the Fuqua School Judicial Board³.
管理学硕士项目的案件，将由富卡商学院仲裁委员会审查³。
- In the case of the International Master of Environmental Policy (iMEP), the case will be reviewed via a Nicholas School of the Environment administrative hearing.
环境政策硕士项目的案件，将由尼古拉斯环境学院的行政听证会审查。
- In the case of the Master of Electrical and Computer Engineering (MECE) the case will be reviewed via a Pratt School of Engineering administrative hearing.
电子与计算机工程硕士的案件，将由普拉特工程学院的行政听证会审查。

The student may be present at the hearing and may bring an advisor. The advisor must be a current member of the DKU community (faculty or staff). The advisor may confer with the student, but is not to advocate for the student or participate in the hearing.

学生可出席听证会并可携带一位顾问。顾问必须是昆山杜克大学的现任成员（教职员工）。顾问可以与学生商议，但不能为学生辩护或参与听证会流程。

The investigation must be completed within 20 business days of its initiation. The appropriate adjudicating body (described above) will determine if a violation of academic integrity has occurred, will impose the consequences, and will write a summary of the case for the Senior Director of Graduate Programs and Recruitment's records, which will be copied to the Dean of the Graduate School, the Dean of the Fuqua School, the Director of Professional Studies of the Nicholas School or the Associate Dean of Master's Programs at the Pratt School of Engineering as appropriate. Convictions imposed by the Fuqua and Nicholas Schools' adjudicating bodies are noted on the student's transcript, but may be removed by request to the program director after a period of time determined by the appropriate adjudicating body.

案件的调查必须在启动后的20个工作日内完成。对应的裁决机构（见上文描述）将会决定是否存在违反学术诚信的行为，实施裁决处罚，并将撰写一份案件总结交至研究生项目和招生资深主任作为备案。案件总结也将视情况转发给杜克大学研究生院院长、富卡商学院院长、尼古拉斯环境学院专业教育主任或普拉特工程学院硕士项目副院长。富卡商学院和尼古拉斯学院裁决机构做出的裁定将在学生的成绩单上注明，但在对应裁决机构规定的一

² The Duke University Graduate School Judicial Board consists of two faculty members, two students and a program director, appointed by the Dean of the Graduate School.

杜克大学研究生院仲裁委员会由两名教师、两名学生和一名项目主任组成，由杜克大学研究生院院长任命。

³ The Fuqua School Judicial Board consists of four faculty members (one of whom serves as chair) and three students. 富卡商学院仲裁委员会由四名教师（其中一名担任主席）和三名学生组成。

段时间后，可以通过向项目主任提出申请而予以删除。

The student may appeal the investigating body's decision by requesting another hearing by whichever means is appropriate: In writing to the Dean of the Graduate School or in writing to the Dean of the Fuqua School; or by requesting a hearing by the Nicholas School Judicial Panel⁴ or by requesting a hearing by the Pratt School Student Conduct Panel⁵. In the event that a student requests another hearing under the Duke Graduate School's, the Fuqua School of Business', the Nicholas School of the Environment's or the Pratt School of Engineering's regulations and procedures, the Duke judicial body charged with adjudicating the matter will include representation from DKU and the procedure will be adapted to take account of the geographic separation between DKU and Duke University.

学生可以通过适当的方式申请再一次听证来对调查机构的决定提出上诉：以书面形式提交给杜克大学研究生院院长或富卡商学院院长，或者通过申请由尼古拉斯学院仲裁小组⁴或由普拉特工程学院学生行为小组⁵进行听证。如学生根据杜克大学研究生院、富卡商学院、尼古拉斯环境学院或普拉特工程学院的规章制度和程序申请再一次听证，负责裁定此事的杜克大学裁决机构将包括昆山杜克大学的代表，并且程序将充分考量并适应昆山杜克大学与杜克大学之间的地理分离。

The release of this Rule automatically replaces the previous *Academic Integrity: Graduate Program Policies* within the *Duke Kunshan University Academic Policies* approved by the Faculty Council on July 31, 2018.

本管理办法颁布后，2018年7月31日经教师委员会批准的《昆山杜克大学学术规章》中的《研究生项目学术诚信管理办法》同时废止。

⁴ The Nicholas School Judicial Panel consists of two students, two faculty members and the Associate Dean of the Nicholas School of the Environment.

尼古拉斯学院仲裁小组由两名学生、两名教师和尼古拉斯环境学院协理副院长组成。

⁵ The Pratt School Student Conduct Panel consists of two students and two faculty members from the Pratt School of Engineering.

普拉特工程学院学生行为小组由来自普拉特工程学院的两名学生和两名教师组成。