

# Academic Integrity Interview

## Having A Conversation About Student Work



### **Purpose**

When students submit work that leads you to have concerns about academic integrity, it's a perfect time to have a conversation about their work. The purpose of having a conversation with a student is to gather information and have a constructive dialogue. Remember to maintain a supportive approach, allowing the student the opportunity to explain their process and perspective while addressing your concerns. Depending on the student's responses, further action may be necessary to determine whether the student engaged in academic misconduct, but first it is important to have a constructive dialogue.

**A student's submitted work (paper, project, post, exam, or other assignment) may raise instructor concerns for a variety of reasons.**

1. The writing seems inconsistent with the student's previous work.
2. The writing missed some or all of the requirement(s) of the assignment.
3. Specific course content or resources were not incorporated.
4. A Turnitin similarity report displays matching narrative.

### **Recommendations**

1. Maintain a respectful approach.
2. Take an inquiry posture rather than an accusatory stance.
3. Provide ample time for the student to explain their process and final product.
4. Remain calm, not giving in to your own or the student's emotions.
5. You do not have to resolve the issue in the moment. You may need some time to think about it.
6. Inform the student of the options you will consider, and give them a date (within one week) for your decision.
7. Follow up with an email regarding your decision.
8. Document the meeting.

### **Questions you may want to consider**

1. Tell me about your research process. Where or how did you begin?
2. Walk me through the main ideas and arguments that you present in your paper.
3. How did you select your resources? What journals or other publications did you use? How did you find them?
4. Can you describe your key learnings from your resources? Was there one in particular that stood out to you? Why?
5. After selecting your resources, what was your next step?
6. How much time did the process take 1) choosing your topic, 2) selecting your resources, 3) outlining or brainstorming, 4) writing, 5) revising and editing?
7. What specific parts of your paper do you feel most confident about and why?
8. Your paper includes the following concepts or terms [insert concepts or terms]. We didn't address those in class. Can you explain what these mean?
9. Did you encounter any challenges while writing this paper? If so, how did you overcome them?
10. What are your key takeaways or lessons you learned from researching and writing this paper?

# Academic Integrity Interview

## Having A Conversation About Student Work



11. How do you feel this paper reflects your own knowledge, writing style, and academic abilities?
12. Have you used AI or writing software to assist you with writing this paper?
13. If you used AI or writing software, what specific tools or programs did you use and how did you use them?
14. Is there anything else you'd like to tell me about your writing process for this assignment?
15. If applicable, address the Turnitin Similarity Report. Display the two documents and ask for the student's explanation.

These questions are only suggestions. An instructor may use fewer or add alternative questions as they deem appropriate for their class. It is also recommended to use Zoom for the interview vs. a phone call, so the student cannot easily search for or read prepared information during the interview.

### **An Ounce of Prevention. . . .**

In the future, there are some things you can do to address academic integrity issues before they happen (although nothing will guarantee academic integrity).

1. Be sure to make clear your expectations regarding the use of AI before each assignment. Don't assume students "know better." Some classes may allow the use of AI for specific assignments.
2. Notify students that if AI is allowed for a given assignment, it must be properly cited. The APA Style guide explains [How to Cite ChatGPT](#) and other AI tools.
3. Notify students at the beginning of the term that you use "Academic Interviews" to discuss with students their work. If they refuse to participate, the assignment will be considered unfinished and will receive no points.
4. Ask students to document their process.
  - a. Which library databases did they use?
  - b. What articles did they select?
  - c. How did their project, paper, assignment evolve as they worked on it?
  - d. They could keep a log of each step of the assignment with dates/times each step occurred.
  - e. Have students complete a reflective summary of their process.
5. Focus on the process as much as the product. With substantial projects/assignments, consider having check points requiring students to turn in certain parts along the way. These could even be peer reviewed for feedback and points.