Protecting the SOA Credentials

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Agenda

- Importance of the Discipline Process
- Discipline Statistics
- Improper Behavior
- Discipline Process
Importance of the Discipline Process

High ethical standards

A hallmark of the actuarial profession
Code of Conduct for Members

An Actuary shall...

• Act honestly, with integrity and competence
• Fulfill the profession’s responsibility to the public
• Uphold reputation of actuarial profession

Code of Conduct for Candidates

An Actuarial Candidate shall...

• Act honestly, with integrity and competence
• Uphold reputation of actuarial profession
• Comply with the letter/spirit of:
  • SOA Rules and Regulations for Exams
  • Terms and Conditions for e-Learning
Value of your designation

Our credentials require candidates to…

- Learn a large volume of material
- Demonstrate mastery at a high level
- Obtaining credentials by any means other than **demonstrated competence** *devalues* it for everyone.

Discipline statistics
2010 Plagiarism Counts

146 e-Learning Discipline Cases

<table>
<thead>
<tr>
<th></th>
<th>Final Assessment</th>
<th>Interim Assessment</th>
<th>Exercises</th>
</tr>
</thead>
<tbody>
<tr>
<td>2010 Plagiarism Counts</td>
<td>19</td>
<td>16</td>
<td>104</td>
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<table>
<thead>
<tr>
<th></th>
<th>Final Ass. Ex.</th>
<th>Interim Ass. Ex.</th>
<th>Final + Interim Ass.</th>
<th>Final + Interim Ass. Ex.</th>
<th>DMAC</th>
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</thead>
<tbody>
<tr>
<td>Plagiarism Stats - 2010</td>
<td>1</td>
<td>4</td>
<td>2</td>
<td>0</td>
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</table>

146 Confirmed e-Learning Cases

- 50 Appeals Received
- 13 Appeals Granted/Bans Overturned
- 6 Appeals Pending
- 52 Warnings Issued
- 7 Bans with Designation Withdrawn
Plagiarism Through the Years

- 399 confirmed e-Learning discipline cases since rollout of e-Learning system
- 1% of all e-Learning assessments

<table>
<thead>
<tr>
<th>Year</th>
<th>Number</th>
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<tr>
<td>2006</td>
<td>4</td>
</tr>
<tr>
<td>2007</td>
<td>2</td>
</tr>
<tr>
<td>2008</td>
<td>37</td>
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<td>2009</td>
<td>210</td>
</tr>
<tr>
<td>2010</td>
<td>146</td>
</tr>
</tbody>
</table>

Conclusions

- Plagiarism occurrences are decreasing
- SOA plagiarism efforts will continue
### Improper Behavior

#### What’s OK? What’s not?

<table>
<thead>
<tr>
<th>Plagiarism</th>
<th>Citations</th>
<th>Collaboration</th>
<th>Collusion</th>
</tr>
</thead>
<tbody>
<tr>
<td>• To steal and pass off as one’s own</td>
<td>• Providing a reference to the source of the copied material</td>
<td>• To work jointly with others or together especially in an intellectual endeavor</td>
<td>• A secret agreement or cooperation for an illegal or deceitful purpose</td>
</tr>
<tr>
<td>• To use without crediting the source</td>
<td>• Important to do</td>
<td>• Sometimes ok</td>
<td>• Always wrong</td>
</tr>
<tr>
<td>• Always wrong</td>
<td></td>
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</tbody>
</table>
Plagiarism Definition

“To steal and pass off (the ideas or words of another) as one’s own: use (a created production) without crediting the source: to commit literary theft: present as new and original an idea or product derived from an existing source.”

Merriam Webster’s Collegiate Dictionary, 10th edition.

Citations

Providing a reference to the source of the copied material

• If you copy material from a published source, a citation makes the origin clear.
Collaboration

“To work jointly with others or together especially in an intellectual endeavor”

Merriam Webster’s Collegiate Dictionary, 10th edition.

- Allowed to some extent on:
  - End-of-module (EOM) exercises
  - DMAC project/assignment
  - FAP final assessment
- Not allowed on FAP interim assessment
- In all cases, work must be submitted in own words.

Collusion

“A secret agreement or cooperation especially for an illegal or deceitful purpose.”

Merriam Webster’s Collegiate Dictionary, 10th edition.

- Sharing work product with others
- Using the work product of others
- Collusion is not allowed.
Control of work product

There have been cases where assessment materials have been stolen.

You are expected to take reasonable precautions to protect your work.

- Password-protect documents, before and after submitting for grading.
- Avoid use of shared or public network drives.
- If a remote printer is used, supervise the printing process.

Examples of improper conduct

- Copying or relying upon model solutions
- Disclosing, publishing or posting the contents of an assessment or model solution
- Submitting unrelated documents for EOM exercises
- Attempting to or actually purchasing or selling e-Learning materials
- Obtaining another candidate’s solution or working files
Discipline Process

Discovery stage

SOA becomes aware that there may have been improper behavior

Specifics are checked by SOA staff

If sufficient evidence of a violation, the discipline process begins
Reporting infractions

Infractions may be reported on the SOA website at:


What do we check?

End-of-module exercises

- Checked against model solutions
- Checked against other candidates’ work

Assessments

- Checked against other candidates’ work
How do we check?

All relevant pairs are checked using anti-plagiarism software.

Papers where the software indicates a high likelihood of plagiarism enter the discipline process.

Staff review

The software is a mechanism for screening out the vast majority of pairs that have nothing in common.

Papers that copy extensively from the problem statement or that cite commonly used sources may score high.

A manual staff review eliminates common material that might appear by means other than violating the terms and conditions.
Key question in staff review

Did the author of the second submission use the specific words, tables or presentations used by the author of the first submission?

If the answer is yes, the materials are sent to the Education General Chair.

Review by General Chair

If the General Chair decides the evidence is not sufficient, the case is ended with no further action.

If the General Chair decides that the terms and conditions have been violated

- Letter sent to the candidate(s) by the General Chair
- Letter indicates nature of the violation and the penalty to be imposed.
Appeal Process

The candidate has **35 days** in which to file an appeal

Candidate may supply information to establish that there was no violation

If candidate appeals, the original case materials and candidate’s appeal are sent to the Board Partner for Education.

Board Partner may:
- Reverse the decision
- Uphold the decision
- Uphold the decision, with a reduction in the penalty.
Hearing

If an appeal is denied, the candidate may request a hearing.

- If the penalty is a lifetime ban, the candidate is entitled to a hearing.
- Otherwise, a hearing is in the discretion of the Board Partner.

Still have questions?

Please send your questions to:

- education@soa.org
Please remember to complete the webcast evaluation:

http://soa.qualtrics.com/SE/?SID=SV_8CLlgUxGVgwulAs

Thank You!