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| AGENDA/MINUTES | |
| Team Name | Academic Integrity Council |
| Date | July 24, 2019 |
| Time | 3:30-4:30p.m. |
| Location | S137/Zoom |

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| Facilitator | | Elaine Simmons | | | | | Recorder | Sarah Riegel | | | |
| Team members | | | | | | | | | | Present X  Absent O | |
| x | Jamie Abel | | x | Ashley Anderson | o | Dr. Letitia Bergantz | | | o | | Kathy Boeger |
| x | Kim Bradney | | x | Angela Campbell | x | Coleen Cape | | | x | | Kristin Hathcock |
| x | Deanna Heier | | x | Jane Howard | x | Stephanie Joiner | | | o | | Dr. Andrea Jones |
| x | Dr. Kathy Kottas | | x | Karly Little | x | Angie Maddy | | | x | | Claudia Mather |
| x | Terri Mebane | | x | Lee Miller | x | Peter Solie | | | x | | Kurt Teal |
| Guests | | | | | | | | | | | |
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| Topics/Notes | | | | | | | | | | | Reporter |
| New Member Request   * Janet Balk would like to join the committee * Elaine will contact Janet | | | | | | | | | | | Elaine |
| Academic Integrity Procedure Update    Preponderance of Evidence   * Lee – where will this fit in? (top of page 2, last sentence?) * Angie – it’s mentioned in the Student Code of Conduct * Sub-committee will edit the last sentence at the top of page 2 (*As such, these cases shall be considered…*)   Consequences of Cheating   * Peter – is there some way to let other students know the consequences of cheating * Kathy – could we publish data for the students to see * Coleen – maybe have a couple statements that students can understand that summarizes the whole document   Internal Process for AI Violations   * Elaine – should we send the procedure through the channels of review and feedback and then work on the internal process OR should we work on the internal process and then both would go through review/feedback * Committee agrees to work on the internal process and then send both items together through review/feedback * Elaine would like Instructional Council and all of instruction to review the procedure and internal process once ready   Other Edits   * Sub-committee will change *will* to *may* in the last sentence at the bottom of page 2 (*A bystander acting in good faith…*) * Sub-committee will change the last sentence of the 3rd paragraph on page 4 (*The appropriate Dean will share information gathered with other faculty on a need to know basis as determined by the VP of Instruction.)*   Bullseye Graphic – Deanna Heier     * Put at title on it and date on the bottom * It may be able to be made ADA compliant, Deanna will work with Samantha * Jaime – make it into a big poster in the Union | | | | | | | | | | | Karly, Claudia, Andrea, Angela & Stephanie |
| Academic Integrity Student Seminar Proposal (Abel)    This seminar could be used for the following:   * TRIO workshops – this is currently for the GB campus, but the workshops could be recorded for other locations * Professional development * Student Services orientation in the fall   Discussion items:   * Consider the length of the seminar – 30-45 minutes may be a better option. * The seminar should address the positives along with the negatives of academic integrity. * Elaine will reach out to Jaime Abel to see if she wants to join this committee.   At the September 5 meeting be prepared to discuss the PowerPoint. | | | | | | | | | | | Elaine |
| Update on Integrity Tools   * Respondous Monitor – we have a better plan of attack than with Examity | | | | | | | | | | | Claudia |
| 2019-2020 Theme & Activity Discussion   * Understanding Why Students Cheat * Contract Cheating * Policy Considerations * Impacting the Culture * New – Faculty Professional Development | | | | | | | | | | | All |
| Council Goals   * + Identify ways to educate students (early) on integrity expectations   + Provide professional development across the institution including faculty, staff and students   + Deliver coursework in a manner that deters cheating   + Promote a climate of academic respect and responsible conduct; culture of integrity   + Utilize collaborative strategies to exchange information, best practices, etc. across the instructional system   + Ensure the institution’s positive reputation – #1 goal   + Develop an academic integrity module for students   + Update integrity procedure to appropriately manage integrity violations   + Inventory – what is happening with Academic Integrity; Metrics for Measurement | | | | | | | | | | | Elaine/Team |
| Next Meeting: September 5, 2019  Add 30 minutes to the meeting – check with Denise  Goals:   * Finish up the content of the procedure * Talk about the draft process * Talk about Jaime’s idea * Brainstorm what we want to do with the themes listed above | | | | | | | | | | |  |