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| AGENDA/MINUTES |
| Team Name | Academic Integrity Council |
| Date | Thursday, September 6, 2018 |
| Time | 4:15-5:15p.m. |
| Location | S137/Zoom |

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| Facilitator | Elaine Simmons | Recorder | Sarah Riegel |
| Team members | Present XAbsent O |
| x | Ashley Anderson | x | Dr. Letitia Bergantz | x | Kathy Boeger | x | Kim Bradney |
| x | Angela Campbell | x | Coleen Cape | x | Kristin Hathcock | x | Jane Howard |
| x | Stephanie Joiner | x | Dr. Andrea Jones | x | Dr. Kathy Kottas | x | Karly Little |
| x | Angie Maddy | x | Robert Martin | x | Claudia Mather | x | Terri Mebane |
| x | Peter Solie | x | Kurt Teal |  |  |  |  |
| Guests |
|  |  |  |   |  |  |  |  |
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| Topics/Notes | Reporter |
| Introductions | Elaine/Team |
| Institutional Team – Charter Discussion* AI Council was approved by President’s Staff as an institutional team
* Council membership, charter and minutes will be posted on the college’s website: <https://bartonccc.edu/planning/teams>
* Elaine drafted a charter – send her any feedback, suggestions, etc.
* Team: What are you hopeful we will achieve?
	+ Angie – find a global way to educate students early on what our expectations are in AI
	+ Ashley – all college employee’s, including students need educated on AI
	+ Claudia – ensure courses are quality
	+ Stephanie – bring respect to academics
	+ Rob – collaborative body to exchange information, trends, etc.
	+ Karly – global culture of AI, teach students from the beginning of their education at Barton
	+ Terri – awareness of faculty and staff across locations, AI doesn’t affect certain locations
	+ Kurt – improve the college’s reputation
	+ Letitia – students should take an AI module before taking courses
 | Elaine/Team |
| Academic Integrity Updates (violations, expulsions, contract cheating, faculty involvement, other institutions, assessment violations, etc.)* Several students were expelled due to multiple XFs or contract cheating
* We’ve discovered a “ring” of contract cheaters using fake IDs
* Two WSU students caught in contract cheating contacted the college and provided us with valuable information (how the “tutoring service” works)
* Several faculty members were involved in identifying contract cheaters
* AI database is kept in the VP office (by Sarah Riegel). If you want to know if a student had a previous violation, email Sarah.
 | Elaine |
| Resource – International Center for Academic Integrity* The college is now a member of the International Center for Academic Integrity
* There is a conference in March that Elaine would like some employees to attend
 | Elaine |
| Professional Development Opportunity <https://www.innovativeeducators.org/collections/trending-academic-dishonesty-innovative-educators>* These are webinars
* Let Elaine know if you are interested in any of these topics
* Jenna Wornkey will coordinate the viewing of these webinars
 | Elaine |
| Academic Integrity Procedure #2502<https://docs.bartonccc.edu/procedures/2502-academicintegrity.pdf>* Please read!
* The procedure was recently updated due to students having a second XF
 | Elaine |
| Awareness Activity<https://academicintegrity.org/day-against-contract-cheating/>* October 17 – day dedicated to combatting contract cheating
* Elaine will reach out to PR to create awareness
 | Elaine/Team |
| Definitions, Awareness & Education (Students & Faculty)* We want to create awareness and education for all college employee’s and students
* We want to deter students from committing academic integrity violations
* We want to maintain the reputation of the college
* Look at an amnesty policy for AI
 | Elaine/Team |
| Next Steps* Better define “cheating” for the college
* Set expectations and standards
 | Team |
| Next Meetings: October 11 and December 4, 2018 |  |