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| AGENDA/MINUTES | |
| Team Name | Academic Integrity Council |
| Date | 8/16/2021 |
| Time | 2:00 – 3:00 pm |
| Location | Zoom <https://zoom.us/my/elainesimmons> |

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| Facilitator | | Elaine Simmons | | | | | Recorder | Sarah Riegel | | | |
| Team members | | | | | | | | | | Present X  Absent O | |
| x | Amanda Alliband | | x | Kathy Boeger | x | Janet Balk | | | o | | Angela Campbell |
| o | Deanna Heier | | x | Kathy Kottas | x | Karly Little | | | x | | Stephanie Joiner |
| x | Terri Mebane | | x | Angie Maddy | x | Claudia Mather | | | x | | Lee Miller |
| x | Kurt Teal | | x | Andrea Thompson |  |  | | |  | |  |
| Guests | | | | | | | | | | | |
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| Topics/Notes | | | | | | | | | | | Reporter |
| Academic Integrity Procedure  <https://docs.bartonccc.edu/procedures/2502-academicintegrity.pdf> | | | | | | | | | | | All |
| Using Promotional Items for AI Article  <https://academicintegrity.org/blog/68-2021/june-2021/277-using-promotional-items-for-academic-integrity>   * Team likes the concept * Include integrity related quotes from recognizable people * Lanyards, click pens with highlighter, t-shirts, water bottles, notebooks, stickers of the AI wheel, pins of the AI wheel, magnets * Ask instructors what their students have on their person to determine what students would actually use…lanyards, key chains, water bottles   + Email sent to instruction+ 8/14/21 asking for feedback * How would we distribute it? The challenge would be distribution to online students * Student success packets – could we collaborate with Student Services, Center for Academic Development (Stephanie) * If we produce the items internally we could personalize the items for students | | | | | | | | | | | All |
| Working the AI Process PD – Continued Actions   * Cougar TALEs observation – there are still questions/confusion about the difference between the basic academic integrity form and the XF form. * What is available to new hires to orient them to our Academic Integrity values, procedure and processes? Can something bet packaged that could be sent to new hires on behalf of the Council? * Ongoing Resources: Videos, PD Sessions Recordings, PD Opportunities, Other? * Center Website * SAD Shell * Process Discussion with VP Office (August)   + Outcome of This Discussion   + Updates? | | | | | | | | | | | Stephanie, Lee, Sarah and Kathy |
| **Updated Academic Integrity Statement – Effective in Course Syllabi Spring 2022**  ~~Academic Integrity is scholarship based on honesty, trust, respect, responsibility, fairness, and courage. Barton Community College pledges to uphold these core values of integrity in all aspects of teaching and learning. Students are the authors of submitted work and shall give credit to outside sources and other’s work or ideas.~~   * Use this part of the Academic Integrity Statement forms:   In all aspects undertaken by students, faculty, staff, and all other stakeholders of Barton Community College, the following pledge applies: On my honor as a Cougar, I am acting with integrity in academics. I am acting per personal and institutional values and refraining from any form of academic dishonesty, and I will not tolerate the academic dishonesty of others.  Acts of academic dishonesty, intended or unintended, are subject to Procedure 2502 [Academic Integrity](https://docs.bartonccc.edu/procedures/2502-academicintegrity.pdf) and may result in the grade of XF. Barton defines an XF grade as failure as a result of a violation of Academic Integrity.   * LICC – Approved * VP Email Sent June 10th * Concourse Update – Spring 2022 * PTP Discussion – Support & Placement   + Course Syllabus (yes)   + Enrollment Form (yes)   + Enrollment Self-Serve (yes)   + Portal (yes: Claudia/Samantha)   + BOL Orientation (Claudia)   + Other locations: Student Handbook, Admission Letter and Student Orientation   + Consider putting the honor code instead of the whole statement   + Could we put the statement with a box the student’s check stating they agree or acknowledge (yes)   + Consider having annual AI training for all students | | | | | | | | | | | All |
| Academic Integrity Posters – High Schools   * Karly will update the posters * Karly is working on an AI fair for middle and high schools | | | | | | | | | | | Karly |
| Lee’s Discussion (Last Meeting & Recommendation)   * Discussion about the context in which the person doing the cheating is represented in the policy/sanction   + Notation of integrity violation somewhere on the transcript?   + Do we need to include language in the procedure about the person who is providing the cheating (but not enrolled at Barton)?   + There’s not much we can do unless the student is enrolled at Barton * Adding an institutional level recognition that uploading course content on cheating websites would be seen as a violation. (Course Hero/Chegg ex. – their honor code or integrity policy)   1. Faculty could put wording in their syllabus that students cannot post coursework on Chegg, Course Hero, etc. – Deanna has this in her best practices   2. Consider adding language to the procedure to cover posting coursework on Chegg, etc. – Lee will draft a proposal   Procedure Recommendation:  *After yesterday’s Academic Integrity meeting I wanted to put forward the* ***recommendation of removing the phrase “for any examination” from the Capital Violation portion of the policy under the ‘Acts committed in conjunctions with violations of the Student Code of Conduct’.*** *The reason for this change is so that the procedure will allow for any course work distributed (uploaded) into a cheating site to be associated with this violation. This will give us stronger ground to work through the Chegg and other cheating processes to remove content and/or request information around the use of these sites and contract cheating.*  [*http://docs.bartonccc.edu/procedures/2502-academicintegrity.pdf*](http://docs.bartonccc.edu/procedures/2502-academicintegrity.pdf)   * Elaine will visit with Julie to get this updated; email sent to Julie Knoblich 8/14 | | | | | | | | | | | Lee |
| Academic Integrity Chart & Icon Update   * Interactive Academic Integrity Wheel – Final Draft /Released During Cougar TALEs and email to instruction 8/14/21      * Interactive Academic Integrity Scenarios – need council feedback   + Document contains 6 different scenarios and 2 answers: Violation or No Violation to allow responses and discussion before reviewing the answer   + Document is more focused on academic integrity rather than plagiarism   + Replaced two plagiarism scenarios with scenarios discussing collusion and contract cheating      * + Turnitin’s Plagiarism Spectrum 2.0      * Faculty Best Practices: Academic Integrity and Communication (still a work in progress)      * Classrooms * BOL orientation unit online * Website – Deanna is working with Samantha   + House under About Barton   + There’s already AI information under Admissions, these can be linked together   + Anything from the SAD shell can be linked   + Have the AI wheel on the web page, make interactive and auditory * Email signature lines * Course shells * Faculty & classroom use * SAD shell * Deanna will report on this next meeting | | | | | | | | | | | Deanna |
| Student Presdentations   * Started this fall w/ Renae - Nursing Student Orientation and Jonathan - Student Orientation requests * Presentation ties into the AI campaign and gets students to look at their futures where integrity is important and brings it back into the classroom setting. * Would like to expand presentation options to more people from the AI council while making sure we share the same message. | | | | | | | | | | | Lee |
| Integrity Campaign  International Day Against Contract Cheating   * Year-round campaign * Highlights diverse students   Plan to extend the campaign   * Videos of the integrity pillars are published to the SAD shell * Want to get in front of middle school and high school students * Include Deanna’s interactive pieces * Is there a nomination process for new AI ambassadors? * No update, will continue meetings into Fall semester | | | | | | | | | | | Karly, Lee, Angela, Janet, Stephanie, Deanna, Angie, Julie & Connie |
| KBOR State Contract   * KBOR has signed statewide contracts: Examity and Honorlock * Maintaining Examity * Current review of Honorlock * Claudia is not impressed with Honorlock, | | | | | | | | | | | Claudia |
| Plagiarism Academy and Contract Cheating Academy   * These could be an optional sanction to prevent students from violating the AI policy again * These would be offered online to include all student groups * Need to consider budget | | | | | | | | | | | Lee |
| 2021-2022 Themes   * Understanding Why Students Cheat * Contract Cheating * Policy Considerations * Impacting the Culture * Professional Development | | | | | | | | | | | Council |
| 2021-2022 Council Goals   * + Promote a culture of respect, responsible conduct and integrity   + Support the institution’s positive reputation of academic integrity   + Identify ways to educate students on integrity values and academic expectations   + Provide professional development across the institution including faculty, staff and students   + Identify course design, teaching practices, and assessment systems to deter cheating   + Utilize collaborative strategies to create awareness, exchange information and identify best practices across the instructional system   + Develop an academic integrity orientation module for students (F2F and online)   Question – are these in the AI Charter?   * Put these in the Charter and share | | | | | | | | | | | Elaine/Team |
| Next Meeting: September 21, 2021 | | | | | | | | | | |  |