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| AGENDA/MINUTES | |
| Team Name | Academic Integrity Council |
| Date | 11/27/2023 |
| Time | 3:30 – 4:15 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 | Deanna Heier | x | Kathy Kottas | | | x | | Angie Reed |
| x | Paulia Bailey | | x | Darren Ivey | x | Karly Little | | | x | | Megan Schiffelbein |
| x | Janet Balk | | x | Erika Jenkins-Moss | x | Angie Maddy | | | x | | Andrea Thompson |
| x | Angela Campbell | | x | Stephanie Joiner | x | Claudia Mather | | |  | |  |
| x | Nolan Esfeld | | x | Sam Kline-Martin | x | Lee Miller | | |  | |  |
| Topics/Notes | | | | | | | | | | | Reporter |
| **2023-2024 Council Goals**   * + Promote an institutional culture of respect, responsible conduct and integrity   + Support and sustain the institution’s positive integrity reputation   + Familiarize students with the College’s integrity values and academic expectations   + Sponsor professional development activities across the institution to include 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   + Address policy/procedures considerations and develop and/or modify as applicable | | | | | | | | | | | All |
| **AI Cougar TALEs Debrief**    Session recording is on the Employee Education page   * Themes: trust vs. distrust and how to use, detect, evaluate, etc.   I have in my notes something about an instructor guide – do we have one?   * Stephanie is putting together a guide on TurnItIn – best practices (done by start of classes in January) * Darren and Lee are putting together a general help guide for instructors | | | | | | | | | | | All |
| **Research Guides – Artificial Intelligence**   * The text of the main document will form a new accordion in the [Research Guides](https://www.bartonccc.edu/library/research-guides), and the supporting documents will be linkable PDFs. For the sake of convenience, they’re embedded Word documents right now. * The new guide is designed to be a resource for everyone, with one section specifically for students and one for faculty/staff. The format will resemble that of the other guides. * Please review and offer any comments or suggestions for revisions. There is a portion on assessments that will need input from instructors, for instance. * Final comments at the January meeting * A list of definitions would be helpful for faculty and students * AI session for students through the Academic Development Center * Hold open forums for faculty to talk about AI in their classes and their experiences | | | | | | | | | | | Darren |
| **AI Detection** | | | | | | | | | | | Lee |
| **Academic Integrity Best Practices/Website/Portal Card Updates**   * Website is live: <https://bartonccc.edu/integrity>   + Who is in charge of the website? Deanna   + What is missing from the website?     - Archive old ambassador articles   + Who is the audience of the website – students, faculty, public?     - Workgroup: Deanna, Claudia, Erika, Karly, Paulia   + Annual review of the webpage   + Weblink coming Friday 12/1 * Portal Card   + Who is in charge of the portal card?   + What are we saying/linking to the portal card?     - Link to the Academic Integrity website   + Need updated image on Portal card | | | | | | | | | | | Deanna |
| **Outstanding Topics**   * Student Authenticity Workgroup (Mather) – met 9/20   + Integrity Tools Inventory (Examity, Respondus, Respondus Monitor, Turnitin)   + Usage Definition & Guidelines * Integrity as a Fundamental Learning Outcome (OAC) * Create an academic integrity timeline for accreditation – Stephanie and Lee created one for accreditation | | | | | | | | | | |  |
| **Next Meeting: January 17, 2024**   * Review goals * Have a better understanding of what we want to provide for faculty and students in resources and guidelines for AI | | | | | | | | | | |  |