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| AGENDA/MINUTES | |
| Team Name | Academic Integrity Council |
| Date | 2/21/2024 |
| Time | 3:00 – 4:00 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 | Nolan Esfeld | x | Sam Kline-Martin | | | x | | Lee Miller |
| x | Paulia Bailey | | x | Deanna Heier | x | Kathy Kottas | | | x | | Angie Reed |
| x | Janet Balk | | x | Darren Ivey | x | Karly Little | | | x | | Megan Schiffelbein |
| x | Jenn Bernatis | | x | Erika Jenkins-Moss | x | Angie Maddy | | | x | | Andrea Thompson |
| x | Angela Campbell | | x | Stephanie Joiner | x | Claudia Mather | | |  | |  |
| Guests | | | | | | | | | | | |
| x | Melissa Feist | | x | Sarah Mauler | o | Renae Skelton | | |  | |  |
| Topics/Notes | | | | | | | | | | | Reporter |
| **Charter Review**     * Send Elaine feedback by February 29 | | | | | | | | | | | All |
| **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   **2024-2025 Council Goals**   * Add a statement about Artificial Intelligence – Research and develop a response around AI. Continue dialog around AI. * Consider condensing or eliminating a goal so we don’t have too many if we add a new goal | | | | | | | | | | | All |
| **Rename Committee to Differentiate from Artificial Intelligence (AI)**   * Consider Institutional Integrity Council or Integrity Council | | | | | | | | | | | All |
| **Outstanding Topics**   * Integrity Tools Inventory/Usage Definitions & Guidelines – Claudia – no update * Turnitin Instructor Guide – Stephanie – integrating the guide into English based courses * General Instructor Guide (AI) – Darren & Lee – no update * Research Guides (Students and Faculty) – Artificial Intelligence – Darren – will be posted to website      * Artificial Definitions for Students and Faculty   + Subject Based?   + VP Dean Question: “Specifically, I am curious if using the Microsoft Suite that we provide to our students is considered AI?  Meaning, if a student uses Excel or Word, is that AI?” Answer: Yes, there are elements of AI in Microsoft Suite * Professional Development – Staff and Faculty – no update * AI Sessions for Students – Academic Development Center (Nolan) – they have an AI week for students * Faculty Forums – Shared Experiences/Best Practices – no update * AI Detection – Lee – no update      * Academic Integrity Website (<https://bartonccc.edu/integrity>) – Deanna – done * Integrity Portal Card – Deanna/Claudia – not currently on the dashboard, Claudia will talk with Ronnie Dean | | | | | | | | | | | All |
| **Discussion on Advisors Role in Academic Integrity**   * An advisor brought to Angie’s attention of a student that they advise who does very poorly in face-to-face classes and does exceptionally well in online classes * The advisor is concerned about this student and the likelihood that they are cheating in the online classes * Angie will have Lee do an “i” investigation | | | | | | | | | | | Angie |
| **Communications with Dr. Garstecki…**   * Did not discuss – add to the next agenda | | | | | | | | | | | Elaine |
| **Next Meeting: April 2, 2024** | | | | | | | | | | |  |