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| AGENDA/MINUTES |
| Team Name | Academic Integrity Council  |
| Date | 4/29/2024 |
| 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 XAbsent O |
| o | Paulia Bailey | x | Deanna Heier | o | Kathy Kottas | o | Angie Reed |
| x | Janet Balk | x | Darren Ivey | o | Karly Little | x | Megan Schiffelbein |
| x | Jenn Bernatis | x | Erika Jenkins-Moss | o | Angie Maddy | x | Andrea Thompson |
| x | Angela Campbell | o | Stephanie Joiner | x | Claudia Mather  | x | Josh Winkler |
| x | Nolan Esfeld | o | Sam Kline-Martin | x | Lee Miller |  |  |
| Topics/Notes | Reporter |
| **Charter Review*** This remains on the agenda until we come to an agreement on the 2024-2025 goals
* Committee is on agreement on the 2024-2025 goals; charter will be updated and posted to the web
 | All |
| **2024-2025 Council Goals*** Promote an institutional culture and reputation of respect, responsible conduct, and integrity
* Sponsor professional development activities and communication mechanisms across the institution to create awareness, exchange information, convey academic expectations, and identify best practices to support faculty, staff, and students
* Identify course design, teaching practices, and assessment systems to deter cheating
* Research, develop, and communicate a college-wide standard regarding the use of Artificial Intelligence~~.~~
* Address policy/procedures considerations and develop and/or modify as applicable
 | All |
| **Integrity Tools (AI Detectors and Proctors)****Sent to Faculty November, 2023**Examity Discussion* Examity in the the process of making changes to their product
* Claudia is working with faculty who are heavy Examity users and dong a demo Wednesday (5/1)
* KBOR is moving away from Examity and moving to Honor Lock

Publisher Proctoring in Conjunction with Access Codes* There could be additional costs for students
* We can’t investigate academic integrity violations with these publishers

Artificial Intelligence Detector* Some faculty are using TurnItIn, some are using other products

What is Our Position on Integrity Tools?1. Open Usage or Limited Identified/Supported Tools
2. Department Guidelines
* Claudia and The Center will keep working with faculty and provide the committee with some recommendations
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| **Artificial Intelligence Subcommittee*** Stephanie, Lee, Paulia, Erika, Jenn, Karly, Darren, Josh, Deanna
* What is our tolerance, hard no’s, what do we want to teach students about AI, what do faculty need to help support students, etc.
* Faculty Survey
* Have a draft statement by June 4 meeting
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| **Professional Development**Cougar TALEs – AugustDr. Gordon Carlson<http://www.gordon-carlson.com/>* Open to customized presentation
* Jenna’s thoughts – broad approach that explains what is possible with artificial intelligence – opportunities and concerns
* Council’s thoughts ??

**Other Professional Development Projects*** Faculty Forums
* Student Sessions (ADC)
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| **Integrity Website**<https://www.bartonccc.edu/integrity> |  |
| **Integrity Ambassadors*** Need to decide if we still want to do integrity ambassadors and who will facilitate it
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| **Syllabus Integrity Language** There is a slightly different reading in the two statements below and I propose to utilize a rephrasing of the clearer language from the IP policy and replace it in what is currently stated in the syllabus:Intellectual Property Procedure* “Students, by enrollment in the College, give the institution permission and a nonexclusive royalty-free license to mark on, modify, submit to instructional vendor, retain the work as may be required by the process of instruction, or otherwise handle the work as set out in the College’s Intellectual Property Procedure or in the course syllabus. These methods include but are not limited to grading, certifying, and assessing student submissions for authenticity, and these should not be seen as a violation of the student’s intellectual property rights.”

Syllabus – Academic integrity* 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 expected to be the authors of submitted coursework and shall give credit to outside sources in addition to work or ideas generated by other writers. Students should be cautious in their use of technology resources that assist them in the creation of academic work. Some resources may be unauthorized; thus, students should check with their instructor(s) before using them. Faculty members will grade, certify, and assess student submissions for authenticity and may do so with the use of electronic integrity tools without infringing on student privacy. College procedure #2470 [Intellectual Property](https://docs.bartonccc.edu/procedures/2470-intellectualproperty.pdf) outlines the College’s right to address coursework in this manner.

In all aspects undertaken by students, faculty, staff, and all other stakeholders of Barton Community College, the following pledge applies: On my honor, 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.Lee’s proposal for change for the syllabus statement:* Students, by enrollment in Barton Community College, give the institution permission to retain and process submitted coursework as may be required by the process of instruction which may include but is not limited to grading, certifying, or assessing student submissions for authenticity by means of third-party vendors which may include but not limited to digital instructional and integrity tools. These methods should not be seen as a violation nor infringing on student privacy or student rights.

Elaine will send the revised statement to the committee for review. The new statement can be included in the spring 2025 syllabi.  | All |
| **Action Items** | Elaine |
| **Next Meeting: June 4, 2024** |  |