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| AGENDA/MINUTES |
| Team Name | Academic Integrity Council  |
| Date | 9/20/2023 |
| Time | 3:15 – 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 |
| x | Amanda Alliband | x | Deanna Heier | o | 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 |  |  |
| o | Nolan Esfeld | x | Sam Kline-Martin | o | Lee Miller |  |  |
| Topics/Notes | Reporter |
| **2022-2023 Council Goals – Update for 2023-2024*** + 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 |
| **Academic Integrity Procedure Update – DONE** <http://docs.bartonccc.edu/procedures/2502-academicintegrity.pdf>* Updated and shared with Instruction 8/25/23
 | Elaine/All |
| **AI Cougar TALEs Debrief**Session recording is on the Employee Education pageI have in my notes something about an instructor guide – do we have one? * Stephanie is putting together a guide on TurnItIn
* Darren and Lee are putting together a general help guide for instructors
* Themes: trust vs. distrust and how to use, detect, evaluate, etc.
 | All |
| **Update on Darren’s Document*** Work in progress
 | Darren |
| **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
* 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 today
	+ Integrity Tools Inventory
	+ Usage Definition & Guidelines
* Integrity as a Fundamental Learning Outcome (OAC)
* Create an academic integrity timeline for accreditation – Stephanie and Lee created one for accreditation
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| **Next Meeting: October 25, 2023** |  |