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| AGENDA/MINUTES |
| Team Name | Academic Integrity Council  |
| Date | 11/28/2022 |
| Time | 3:30 – 4:30 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 | Nolan Esfeld | x | Sam Kline-Martin | x | Lee Miller |
| x | Paulia Bailey | o | Deanna Heier | o | Kathy Kottas | x | Megan Schiffelbein |
| x | Janet Balk | x | Darren Ivey | o | Karly Little | x | Andrea Thompson |
| x | Angela Campbell | x | Erika Jenkins-Moss | x | Angie Maddy |  |  |
| x | Matt Connell | x | Stephanie Joiner | x | Claudia Mather |  |  |
| Guests |
| X | Tionna Caldwell | X | Molly Norris |  |  |  |  |
| Topics/Notes | Reporter |
| **2022-2023 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 |
| **Academic Integrity Procedure Updates*** HR discontinued Procedure 2501, kept Procedure 2502
 | Elaine |
| **Academic Integrity Student Ambassador Update*** Ambassadors Tionna Caldwell (Leavenworth) and Molly Norris (Great Bend) joined the meeting
 | Lee & Stephanie |
| **Academic Integrity Best Practices/Website/Portal Card Updates*** Website is live: <https://bartonccc.edu/integrity>
 | Deanna |
| **Professional Development*** Academic Integrity Council/Center for Innovation & Excellence PD Session – Turnitin
	+ Date/Time? – tentative February 15, 2023
	+ Panelists: Karly Little, Paulia Bailey, ??
	+ Elaine will send a call-out to faculty for volunteer panelists – sent 11/26
* Cougar TALEs – Fall 2023
* HLC Conference Submission (Lee and Stephanie) – accepted
* Boot Camp - Canvas Shell Resource for Faculty (Matt)
* Videos (Students)
	+ General
	+ International Student Focus
* International Center for Academic Integrity Annual Conference (2023)
* Other Recent Professional Development Participation
 | Amanda, Claudia, Matt, Lee, Nolan & Stephanie |
| **Use of Integrity Tools*** Meeting with Camilla Roberts – President of International Center for Academic Integrity (8/29/22)
	+ Interesting Point of Information – KSU Doesn’t Use Integrity Tools
	+ Student Privacy Concerns
	+ Watch Vendor Contracts
	+ Communicating Through the Syllabus
	+ Integrity Course – Opportunity to Remove “XF”
	+ Course Hero & Other Sites
	+ General Counsel Guidance
	+ New ICAI Member Forum – reference email sent 9/7 6:00a.m.
	+ Matt’s email with references – sent 9/7 6:10a.m.
* What should we do?
	+ Assessment Design: PD for faculty on building assignments that don’t have a high need for technology – be able to identify cheating on assignments without the use of integrity tools
	+ Faculty Council’s viewpoint
	+ Course Syllabi
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| **Academic Integrity Statement in Syllabi*** Visited with Dean Howe (LICC facilitator) about the addition of an updated Academic Integrity statement that reflects the use of technology tools (in general or specific to all three) – whether in the institutional Academic Integrity section or in the optional section directions.
* A work group will craft integrity statement(s) for the syllabus: Darren Ivey, Claudia Mather and Andrea Thompson
* LICC has a form for this process

 | Elaine |
| **Integrity as a Fundamental Learning Outcome/Integrity Competencies*** Have fundamental learning outcomes added as an agenda item for OAC
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| **Next Meeting: January 12, 2023** |  |