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| AGENDA/MINUTES |
| Team Name | Academic Integrity Council  |
| Date | 9/7/2022 |
| 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 | o | Nolan Esfeld | x | Sam Kline-Martin | x | Lee Miller |
| x | Paulia Bailey | o | Deanna Heier | x | Kathy Kottas | o | Megan Schiffelbein |
| o | Janet Balk | x | Darren Ivey | x | 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 |
|  |  |  |  |  |  |  |  |
| Topics/Notes | Reporter |
| **Academic Integrity Council Charter** | All |
| **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*** Dean’s Council took a look at the updated draft and shared they are uncomfortable with the honor code language. The specific concern is “as a Cougar.”  I recognize this is not new language, but I learned in visiting with the council this has been a concern for some time.
* If we end up with changed language with respect to the honor code, the change will not be effective in course syllabi until spring 2023 due to Concourse operations.
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| **Academic Integrity Student Ambassador Update*** Selections – 15 nominations
* Board of Trustees Study Session Presentation (October)
 | Lee & Stephanie |
| **Academic Integrity Best Practices/Website/Portal Card Updates** | Deanna |
| **XF Form – Done** * XF Form – include a box for the instructor to mark whether or not the student could retake their course – still up for discussion – what about the courses that are taught by only one instructor – do not add to form
* XF Form – the grade line item is removed from the XF form
 | All |
| **Professional Development*** ~~Faculty Council PD Session – August 24~~~~th~~~~; 3:30p.m. – Integrity Tools~~
	+ ~~Presenter(s) – Matt Connell, Megan Schiffelbein, Angie Reed~~
* Academic Integrity Council/Center for Innovation & Excellence PD Session – Turnitin
	+ Date/Time? – tentative February 2023
	+ Panelists: Karly Little, Paulia Bailey, ??
* Academic Development Center Turnitin Session (Students)
* ~~Student Orientation (August)~~
* Cougar TALEs – January
* Cougar Conversation – 2 sessions scheduled in October for AI (in-person and zoom)
* ~~Board of Trustees Presentation (August)~~
* ~~KCCIT Presentation – Lee did a presentation~~
* HLC Conference Submission (Lee and Stephanie)
* SAD Shell
* Canvas Shell Resource (Faculty)
* Videos (Students)
	+ General
	+ International Student Focus
 | 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?
	+ 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
	+ Have this as a topic at the Faculty Council Third Wednesday in February – Amanda will discuss with Faculty Council
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| **Data Update**2020-2021Total AI violations – 69Basic – 61Capital – 82021-2022Total AI violations – 112Basic – 95Capital – 17 | Stephanie |
| **Next Meeting: October 31, 2022** |  |

**ENDS:**

**1. Fundamental Skills
2. Work Preparedness
3. Academic Advancement
4. Barton Experience
5. Regional Workforce Needs
6. Barton Services and Regional Locations
7. Strategic Planning
8. Contingency Planning**



***Barton Core Priorities/Strategic Goals***

**Drive Student Success**

1. Advance student entry, reentry, retention, and completion strategies.

2. Foster excellence in teaching and learning.

**Cultivate Community Engagement**

3. Expand partnerships & public recognition of Barton Community College.

**Optimize the Barton Experience**

4. Promote a welcoming environment that recognizes and supports student and employee engagement, integrity,
  inclusivity, value, and growth.

**Emphasize Institutional Effectiveness**

5. Develop, enhance, and align business processes.