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| AGENDA/MINUTES |
| Team Name | Academic Integrity Council  |
| Date | 7/16/2024 |
| Time | 2:45 – 3:45 pm  |
| Location | Zoom <https://zoom.us/my/elainesimmons>  |

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| Facilitator | Elaine Simmons | Recorder | Sarah Riegel |
| Team members | Present XAbsent O |
| x | Paulia Bailey | o | Deanna Heier | x | Kathy Kottas | x | Megan Schiffelbein |
| x | Janet Balk | x | Darren Ivey | x | Karly Little | x | Andrea Thompson |
| x | Jenn Bernatis | x | Erika Jenkins-Moss | o | Angie Maddy | x | Josh Winkler |
| x | Angela Campbell | x | Stephanie Joiner | x | Claudia Mather  |  |  |
| x | Nolan Esfeld | x | Sam Kline-Martin | x | Lee Miller |  |  |
| Topics/Notes | Reporter |
| **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 Proctoring Options)****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
* June 24th Message from Claudia – Examity is moving to Meazure; increase cost by 20%; won’t work well for math faculty (will need to use live proctoring); we will not use Meazure and we are looking for new tools due to this

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 – Paulia would like integrity detection required for English courses; Elaine will send an email to all faculty to gather their feedback on the idea
* Claudia and The Center will keep working with faculty and provide the committee with some recommendations
	+ Student Authenticity Committee feedback (11 members): two would like to see tools required and others want to require best practices to combat cheating; looking at Examity and waiting to demo
	+ Committee update?
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| **Advisory Baord Meeting Request*** Email sent 7/15 to Advisory Board leaders requesting an inquiry to advisory board members this fall – asking if they use AI for their operations and if so, in what capacities. I’ve asked for feedback for the council’s review after the fall meetings.
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| **Syllabus Language*** The updated language will appear in spring 2025 syllabi.
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| **Artificial Intelligence Subcommittee*** Stephanie, Lee, Paulia, Erika, Jenn, Karly, Darren, Josh, Deanna, Andrea
* 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

Lee’s comments on the draft: *I did want to note a little about the process we took so that the committee understand how we got to this draft:** *This is a challenging topic with a spectrum of opinions. Therefore, to help move through that spectrum we initiated the sub-team conversation by laying our opinions out on the table so that we can discuss our thoughts, were everyone can feel heard and that their opinion was factored in, as well as build toward how we could narrow down to what we needed to create. Thus, we had three sub-groups representing No AI, Mid AI, and High AI use in courses. Each team member was assigned a group with their anticipated preference and all team members were given the option to move to a different sub-group if they so choose. Once sub-groups were established, we utilized these sub-groups to complete different task that would be submitted for the rest of the team to review and discuss in the next meeting. Over the course of 6 sub-team meetings these tasks included:*
	+ *List initial concerns, needs, and interests.*
	+ *Generate overarching themes that are of note across sub-groups (ex. Critical thinking, Appropriate use, etc.). These themes provided direction as to what we would identify for standards.*
		- *At this time, we also completed a faculty AI survey to garner insights as to what faculty may find interesting or concerning and these were factored in to identifying these themes and subsequent standards.*
	+ *From the identified standards sub-groups wrote an opening to put the standards within context for instruction.*

*With feedback from the committee, we will refine and update this draft statement as needed. For future steps, we see this statement providing direction to construct faculty best practice guides and training on AI for how they may integrate prevention strategies or utilize AI in course design.** Faculty Council review/feedback at their retreat this summer

**Subcommittee’s Feedback** |  |
| **Maxient AIVR Data*** Stephanie wants to update the AIVR form to include the nature of the violation, if there was AI usage, and the sanction
 | Stephanie |
| **Professional Development**Cougar TALEs – August 13 @ 9:00a.m.Academic Integrity Council: Generative AI and What It Means to You – present AI standardsLee will facilitate **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
* Purposeful with engagement
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| **Action Items** |  |
| **Next Meeting: August 12, 2024** |  |