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| AGENDA/MINUTES | |
| Team Name | Academic Integrity Council |
| Date | 10/22/2024 |
| Time | 2:30-3:30 pm |
| Location | Zoom <https://zoom.us/my/elainesimmons> |

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| Facilitator | | Elaine Simmons | | | | | Recorder | Sarah Riegel | | | |
| Team members | | | | | | | | | | Present X  Absent O | |
| x | Paulia Bailey | | x | Deanna Heier | x | Kathy Kottas | | | x | | Megan Schiffelbein |
| x | Janet Balk | | x | Darren Ivey | x | Karly Little | | | x | | Andrea Thompson |
| o | Jenn Bernatis | | o | Erika Jenkins-Moss | x | Angie Maddy | | | x | | Josh Winkler |
| o | Angela Campbell | | x | Stephanie Joiner | x | Claudia Mather | | |  | |  |
| x | Nolan Esfeld | | o | Sam Kline-Martin | x | Lee Miller | | |  | |  |
| Guests | | | | | | | | | | | Reporter |
| x | Jenna Wornkey | |  |  |  |  | | |  | |  |
| 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 |
| **Artificial Intelligence Professional Development**   * Faculty want professional development on artificial intelligence * Faculty are finding sessions on their own * Faculty want to know how the students are using it * Artificial intelligence 101: definitions, terminology, how do we use it, what do we use it for, clarification on generative vs. tools * Have a series of shorter/smaller presentations or sessions so it’s not overwhelming; show and tell sessions * Faculty like to learn from each other * Library academic integrity research guide: <https://www.bartonccc.edu/library/research-guides> * PD discussion with Elaine: Josh, Nick, Jenna, Darren, Erika, Deanna, Lee, and Angela   + This hasn’t happened yet.   + Anyone else interested?   + Blend with existing sub-committee?   Brainstorming Session – Elaine will send an email to faculty to gain additional ideas from them   * What is AI being used for? * Continued support for faculty reporting academic integrity violations * Helping faculty navigate using tools vs. their intuition * Bring faculty up-to-speed on the AI detectors * Teach faculty to do research/investigation on their own to determine if plagiarism or AI was used * Faculty providing examples on how they are using AI in their curriculum * Have focused discussions for faculty in various disciplines * A guide to walk faculty through academic integrity violations * Plagiarism and copyright with images * What do we want faculty to learn? What narrative do we want to drive? * Importance of documentation in AIVR form (example for faculty) * Training on how to use Turnitin * How are other faculty using AI? * Maintaining assessment rigor through cured instruction and proctored pieces to discourage AI use and encourage learning through repetition and revision; best practices to have one assessment with multiple attempts to prevent students from using AI * How to investigate and what the next steps are when they have results from Turnitin | | | | | | | | | | | Jenna Wornkey |
| **Integrity Tools**   * Proctoring Update (Claudia) – demoed Verity; received some feedback * AI Detector (Turnitin) – College’s Chosen Tool   + This morning’s article   + More training? | | | | | | | | | | |  |
| **Advisory Board 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. * Kathy has collected information from 10 advisory boards so far, with 10 more to go | | | | | | | | | | |  |
| **Artificial Intelligence Subcommittee**   * Subcommittee: Stephanie, Lee, Paulia, Erika, Jenn, Karly, Darren, Josh, Deanna, Andrea * AI Standards – sent to faculty * Sample HLC Syllabus Statement – sent to faculty * Committee Syllabus Statements – forthcoming * Committee Best Practices – forthcoming | | | | | | | | | | |  |
| **Procedure Review – Workgroup**   * Academic Integrity – attached modifications      * Student Problem Resolution * Student Code of Conduct | | | | | | | | | | |  |
| **VP Basic Violation Letters**   * First * Second * Third * Fourth * Fifth   Working with small workgroup to include Academic Development Center for student awareness, redirection, and support.   * Second meeting this morning – working on including the Academic Development Center into the process. | | | | | | | | | | |  |
| **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 * We’re going to sunset this for now | | | | | | | | | | |  |
| **AI Consortium**   * Miami Dade College created an Associate Degree in Artificial Intelligence * Putting together a consortium in partnership with Microsoft, AWS to create system to help community colleges to develop AI degrees * We applied to join the consortium * We would need to develop one AI course for AY 2025-2026 * We will hear back sometime in November | | | | | | | | | | | Josh |
| **Action Items – n/a** | | | | | | | | | | |  |
| **Next Meeting: November 19, 2024** | | | | | | | | | | |  |