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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 XAbsent 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?
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| **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
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| **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
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| **Procedure Review – Workgroup** * Academic Integrity – attached modifications

* Student Problem Resolution
* Student Code of Conduct
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| **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.
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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
* We’re going to sunset this for now
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| **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** |  |