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| AGENDA/MINUTES |
| Team Name | Academic Integrity Council  |
| Date | 8/12/2024 |
| 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 | Paulia Bailey | x | 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 |
| o | 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*** Proctoring Update
* AI Dectector (Turnitin)
	+ Requirement Decision
		- All
		- Departmental

**Sent to Faculty November, 2023** | ClaudiaAll |
| **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.
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| **Artificial Intelligence Subcommittee*** Stephanie, Lee, Paulia, Erika, Jenn, Karly, Darren, Josh, Deanna, Andrea
* Draft AI Statement – Standards
* Cougar TALEs Session – Tuesday, August 13th @ 9:00a.m.
* Post Session Projects
	+ Standards
	+ Syllabus Statements – will provice sample statements
	+ Best Practices – subcommittee will reconviene to discuss these
	+ Professional Development

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| **Maxient AIVR Data*** Stephanie wants to update the AIVR form to include the nature of the violation (from basic sanction list in the procedure), if there was AI usage, and the sanction given (from the list in the procedure)
	+ Updated form: <https://cm.maxient.com/reportingform.php?BartonCCC&layout_id=60>
 | Stephanie |
| **Procedures*** Academic Integrity
* Student Problem Resolution
* Student Code of Conduct
* Recent Events – First Student Academic Integrity Appeal via Student Cord of Appeal
* Dr. Garstecki’s Vewpoints – wants to review those three procedures and how they work together
* Enhancement in VP of Instruction Communications
	+ Every student will receive a letter when they receive their first basic violation
	+ There will be a series of letters for students committing multiple basic violations
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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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| **AI Literacy Essentials for Students** |  |
| **Action Items** |  |
| **Next Meeting: September 16, 2024** |  |