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| AGENDA/MINUTES |
| Team Name | Academic Integrity Council  |
| Date | 9/16/2024 |
| 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 |
| x | Angela Campbell | x | Stephanie Joiner | x | Claudia Mather  |  |  |
| x | Nolan Esfeld | x | Sam Kline-Martin | x | Lee Miller |  |  |
| Guests | Reporter |
| x | Jenna Wornkey | x | Nick Larmer  |  |  |  |  |
| 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, Angela
* Standing agenda item
 | Jenna Wornkey |
| **Integrity Tools*** Proctoring Update – demoing a part of Yuja that proctors; works with a third party; 1:00 on 9/23 (will be recorded); hopefully will replace Examity
* AI Dectector (Turnitin) – College’s Chosen Tool
 | 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*** 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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| **Maxient AIVR**Updated form: <https://cm.maxient.com/reportingform.php?BartonCCC&layout_id=60>  | Stephanie |
| **Procedure Review – Workgroup** * Academic Integrity – will be discussing current sanctions listed in procedure
* Student Problem Resolution
* Student Code of Conduct
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| **VP Basic Violation Letters*** First
* Second
* Third
* Fourth

Working with small workgroup to include Academic Development Center for student awareness, redirection, and support. |  |
| **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 – n/a**  |  |
| **Next Meeting: October 22, 2024** |  |