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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 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 |
| 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 | | | | | | | | | | | Claudia  All |
| **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. | | | | | | | | | | |  |
| **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 | | | | | | | | | | |  |
| **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 | | | | | | | | | | |  |
| **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 | | | | | | | | | | |  |
| **Action Items – n/a** | | | | | | | | | | |  |
| **Next Meeting: October 22, 2024** | | | | | | | | | | |  |