Meeting #9

**ACADEMIC INTEGRITY COMMITTEE (AIC)**

Wednesday April 6, 2016 (12:45-2:00) PC 238

***MINUTES***

Start Time: 12:45 PM End Time: 2:30 PM

Present:

Dr. Valerie George (Chair) Janie Valdes Tom Breslin

Alan Gummerson Vanessa Zach (Undergraduate Student)

Stephanie Fajre (Graduate Student) Ashley Medero (Graduate Assistant)

1. Call to Order

2. Approval of agenda and additions to the agenda

3. Approval of the minutes from March 7th meeting

4. Announcements:

* New AI Website

The new AI website is expected to launch at the end of April.

Dr. George will show the new website during her upcoming Faculty Senate Presentation. During her presentation, she will present both the old and new website so that the Faculty Senate can see the shift of culture we are initiating at FIU.

* *“Earn It to Learn It*” Video, FIU Online

Matthew Acevedo (FIU Online) has finished the “Earn It to Learn It” branching video; Dr. George and Ashley will meet with Matt on Wednesday, April 13th to review the video.

Action Item: Ashley and Dr. George will ask whether the video can be shared with Committee Members for feedback.

* Tapping – Isis Carbajal De Garcia (March 17th)

Dr. George participated in a video tapping for Isis Carbajal De Garcia (General Counsel); Isis plans to present these videos at Chair meetings so that administrators can become aware of the resources available to them at FIU.

Action Item: Dr. George will ask to see the tapping and provide feedback.

* Global Learning Roundtable (March 29th)

Dr. George participated in two Roundtables; One at BBC and another at MMC.

BBC - Only two students were in attendance at BBC. During her visit, Dr. George noticed that the Wolfe Center Mission Statement was written on a plaque in the ladies’ restroom. This intrigued Dr. George, as she has never seen Mission Statements displayed at MMC.

MMC – This Roundtable was full and the session was tapped. Global Learning will send AI the tape, as Dr. George believes it will serve as a vehicle to create awareness and bring interest on the subject of AI. The Roundtable was ultimately a discussion on values because students were silent when asked about AI.

Action Item: Ashley will contact Eric Feldman (Global Learning) and request a copy of the Roundtable tapping.

* Meeting with American Marketing Association (March 31st)

Dr. George and Ashley met with Kelly Fung (American Marketing Association).

Dr. George asked Kelly if she knew FIU’s core values. When Kelly said that she did not, Dr. George mentioned that in a recent class with doctoral students they also were not aware of the core FIU values.

In reference to the Student Marketing group, Kelly explained that a group of five to six undergraduate students would be assigned the AI project and that they would begin work during the Fall 2016 semester. The group would focus on the concept of promoting a culture of AI at FIU, while exemplifying the University’s core values – *responsibility, truth, freedom, respect, and excellence*. One of the first steps would be a hold a Focus Group to gather information about what students already know about AI and FIU’s values.

The marketing group would also create ideas to promote an FIU value per week or each month. Kelly will send Dr. George and Ashley a proposal by the end of the week.

Dr. Breslin mentioned that since Chaplains and Clergy Members are known for their values and integrity, we should contact these individuals as part of our initiatives.

Action Item: How could this be facilitated?

5. Discussion:

Programs

* AI Content in First Year Experience Courses
	+ Meeting with Charlie Andrews and Hazel Hooker (March 24th)

Charlie (Asst. VP of Undergraduate Education) mentioned that First Year Experience Courses are currently being redesigned. He would like AI to have a stand-alone module that students would be required to complete. In the new SLS courses, AI would be briefly discussed and students would then be referred to the module.

The Committee Members unanimously agreed that this is simply not enough. They feel that SLS courses without AI aren’t going to work.

Dr. Gummerson stated that we need more leadership from administration on the topic of AI.

Dr. Valdes mentioned how AI should be integrated into the whole first year program, rather than just SLS courses (which tend to be six weeks and are not taken by transfer students). She also mentioned a common reading program where first year students would be required to read a book that highlights AI/ethical decision making. After reading the book, faculty members could initiate a discussion on values and tie it into AI.

Dr. Gummerson suggested a 10-15 minute video in which students are presented with a scenario and have a discussion afterward.

Vanessa mentioned bringing student AI Ambassadors to SLS courses in order to talk to students about these issues.

Action Item: Dr. George will talk to Elizabeth about the importance of integrating more AI/ethical decision making content into SLS courses and how values influence these decisions.

Student Involvement – How can we make this happen?

* Conference Call with Lindsey Mercer, USF (March 17th)

USF has a successful Commitment to Honor Program, which took approximately 10 years to establish. Some program highlights include: Twelve (12) plaques across campus that state the University’s values. They have created an Ethics and Integrity Committee (EIC), and a Student Committee which are primarily responsible for spreading the word about AI.

The AIC Members had a discussion about whether or not efforts should also be geared towards dual enrollment students. The Committee agreed that we should first focus our action on the current FIU student body, before considering dual enrollment students.

During a conversation with the University President, Dr. George mentioned how AI Offices at other universities are entirely student run (i.e. University of Colorado at Boulder). She explained that this gets more students involved and creates greater awareness. The President liked this idea. However, student involvement is the biggest mountain we have to climb. We have some ideas including:

* + AI Student Ambassadors
	+ AI Workshop for Student Organization Members
	+ Student AI Committee
	+ Tabling at FIU Events (i.e., Orientation, Freshman Convocation, Clubs/Organizations)
	+ On-Campus Student Event (Fall 2016)

Action Item: Dr. George will talk to Dr. Bejar about funding for promotional items.

Dr. George asked the Committee why they think students get involved in AI. She explained that when she asked students at the University of Colorado this question, many said they wanted to add the experience to their resumes so that they could obtain better jobs and/or go to graduate school.

Dr. George asked our student Committee Members, “Why did you join AIC? What value influenced your decision?”

Vanessa explained that she spoke to Dr. Cathy Akens about her desire to go into educational policy and Dr. Akens suggested the AIC. Vanessa said she also wanted to get involved in the founding of something new and that she values AI. She said the value of truth influenced her decision.

Dr. George believes that students need to resonate with AI and values, so they want to be a part of it. She says that there seems to be some level of pride associated with FIU, but isn’t sure whether AI and values are interfaced with that.

Dr. Breslin suggested having Student AI Ambassadors reflect the entire FIU student body, not just the Honors College.

Dr. Gummerson asked, “How did the University come up with its values? Why is it important here at FIU? Is there a tradition we could tap?”

Dr. Breslin believes the values were formed as part of the 10 year planning process. He asked, “What can FIU do so that the values become important to students?”

Dr. Valdes mentioned how different academic departments have their own values, which tend to differ from FIU’s core values. Since these departments are part of the FIU community, their values should reflect those of the University.

Vanessa explained the superstition behind the GC seal – If you step on the seal, you won’t graduate. Vanessa explained that during orientation, this superstition is engrained in students’ minds. However, the values are not on the seal.

Dr. Breslin mentioned the superstition behind the DM Cube – If you spin the cube, you will pass your exam.

Stephanie suggested that plaques like the ones at USF be included in the orientation tour.

Dr. Valdes suggested displaying different values on TVs throughout campus or placing a plaque near the GC seal.

Vanessa suggested placing a plaque with the values near the oldest buildings.That way, students could see it on during their campus tours.

Dr. Gummerson believes FIU’s core values are one way we can move forward, but probably not the best because students don’t know the values.

Dr. Breslin mentioned starting a tradition in which the University values are engraved on a stone engraved and there is a special ceremony where everyone puts their hand on it.

Dr. Valdes suggested creating a Big 5 T-shirt and how the graphic could be turned into a brochure.

Stephanie suggested adding a history segment to Homecoming Week

Dr. Valdes mentioned incorporating the University’s values to the Order of the Torch and then having students revisit them in their SLS courses.

Policy and Procedures

* Now we have online courses and plan to have the AI misconduct process online (EST Fall 2016). How do these two factors influence the current procedures policies?

Dr. George shared her Faculty Senate presentation with the Committee Members. She mentioned that there have been no Formal Academic Misconduct cases since September 2015. She also mentioned that The Chronicle of Higher Education will be conducting a special series with the International AI Committee she joined.

* Procedures Revisions:
	+ *Students taking online courses may not be available physically to meet with their instructor. Therefore, the procedure needs to explain how the student can communicate with the faculty without having to meeting in person.*

Dr. George explained that a majority of Academic Misconduct cases involve online courses. She asked, “Should we have specific policies/procedures for online courses?”

Action Item: During the first AIC meeting of Fall 2016, Committee Members will discuss whether online courses and traditional courses should have different policies/procedures.

* + *What do we do when student do not respond to faculty who make an alleged misconduct charge?*

The Committee Members agreed that the student should receive an incomplete (IN), which will then turn into an F if not resolved within the academic year. According to our current policies, an academic misconduct hold will be placed on students who do not respond to the formal process. Dr. George asked whether this should be true of informal cases, also.

Action Item: During the first AIC meeting of Fall 2016, Committee Members will discuss whether an academic misconduct hold should be placed on students who do not respond to the informal process.

* + *What happens to the timeline with the new email processing - do we still need to use 7-14 days as the qualifying period and if so, why?*

This item was not discussed, due to time constraints.

Action Item: During the first AIC meeting of Fall 2016, Committee Members will discuss possible changes to policy timeline.

* Policy Revisions:
	+ *Should a student be allowed to have more than one previous informal misconduct report before moving to the formal process if the misconduct is minor? What could be considered to be minor?*

The Committee Members agreed that students should not have to go through a formal process if both the faculty member and the student have agreed to sanctions.

Action Item: Ashley will contact Ellie Woodbury and ask whether formal Academic Misconduct cases are placed on student records.

* *If a student decides to drop a course when they are in the process of being charged with an alleged academic misconduct what happens, if anything? (Talk with Isis)*

This item was not discussed, due to time constraints.

Action Item: Dr. George will ask Isis Carbajal De Garcia whether there are any legal implications if a student drops a course pending an Academic Misconduct case.