**Meeting #2**

**ACADEMIC INTEGRITY COMMITTEE MEETING**

Wednesday September 9, 2015 (1:15-2:00) PC 238

***AGENDA***

1. Call to Order

2. Approval of agenda and additions to the agenda

3. Approval of the minutes

4. Committee members for 2014-2015 –

1 graduate student a

1 undergraduate student,

Paula Gillespie

Alexis Calatayud [acala010@fiu.edu](mailto:acala010@fiu.edu)

Representative from undergraduate education-need to consider changing by-laws if there is no longer an undergraduate education department

List from Ellie of panel members

Update on misconduct

During the academic year 2014-2015, there were a total of 157 reported cases of Academic Misconduct involving undergraduate students. The majority of the cases (92%) were handled through an informal process; 51% of the cases were due to plagiarism, 19% related to cheating, 20% to academic dishonesty, 9% to misrepresentation and 1% to collaboration. The remaining 8% of the cases involved a formal process, 62% were in reference to plagiarism and 38% to cheating. Two of the formal cases were resolved by a panel review and eleven through administrative disposition.

Discussion on policies for student options: hearing or disposition

7. Review of tables with quantitative data and discussion on survey outcomes, review of qualitative items.

Next meeting time: September 30

Following meeting times

October 14 & October 28

Nov 18 & Dec 2

2. Discussion on the current polices for misconduct and how to proceed. There is still discussion about the retention of the option for the administrative disposition.

Accurate data is needed to determine the number of cases of misconduct informal and formal and how many of these cases were determined last year by either the panel or administrative disposition.

Accurate data is needed to determine the number of grievances (formal) annually and how they have been

* Action Item: Valerie will meet with Elizabeth to get a better understanding of what approach is supported by the Provost. The idea of an expedited process was considered for cases where graduation might be delayed. In the instance of an emergency, the case could go to the top of the roster for review by a panel.
* Action Item: Valerie will also talk with Elizabeth about how to maintain and reinforce the current policy that grades disputes be handled in unit.

Discussion on the results of the AI faculty and student survey

* Action Item: Valerie is currently reviewing the results and will create tables and categorize the qualitative comments.

6. Discussion on priorities and action for the year

6 P’s

Provisions Policies Procedures

Programs Prevention Promotion

Adjourn

Current Committee Members:

Valerie George (Chair,) Alan Gummerson

Tom Breslin Sonja Montas-Hunger

T*hank you*

Florida International University  
Faculty Senate Standing Committee  
**Academic Integrity Committee**

Article I. Membership

A. This committee shall consist of at least three faculty members appointed by the Chair of the Faculty Senate with the approval of the Steering Committee.

B. An undergraduate student and a graduate student chosen by the Student Government Association may be voting members of the committee. The Dean of the Undergraduate Education or his/her designee, and the Dean of the Graduate School or his/her designee shall be ex-officio non-voting members.

C. The term of faculty membership shall be two years with terms of membership staggered so that one-half of the membership is renewed each year.

D. All committee members shall begin their term of office effective the first week of classes in the fall term.

E. The committee shall elect a Chair and secretary at its first meeting in the fall term

Article II. Duties and Responsibilities

A. Review all current policies and procedures regarding Academic Integrity at FIU.

B. Identify problems and current practices that might affect Academic Integrity.

C. Determine known best practices to address academic misconduct.

D. Promote communication with students, faculty and administration about Academic Integrity.

E. Develop effective policies, procedures and guidelines to address academic misconduct.

F. Create a strategic plan that will stimulate, promote and sustain a culture of Academic Integrity at FIU. .

**Article III. Voting**

1. Each committee member shall have one vote in the proceedings of the committee. Only duly elected members shall be eligible to vote.
2. A simple majority of the membership shall constitute a quorum. For purposes of calculating a quorum the size of the body shall exclude unfilled vacancies. At no time, however, shall a quorum fall below one third of the total membership including unfilled vacancies.

**Article IV. Meetings**

1. A meeting schedule shall be developed by the committee at its initial meeting during each Semester. This schedule shall be provided to the Secretary of the Senate. Special meetings of the committee may be called provided all members are notified at least 48 hours in advance and notice of such meeting is provided to the Chair and Secretary of the Senate.

B. An agenda shall be distributed at each meeting.

C. The Secretary shall compile a list of all members present at each meeting and classify them by unit and publish this list in the minutes of the meeting.

D. The committee shall keep a written record of its meeting minutes on file in the Faculty Senate office.

E. Any member of the committee who fails to attend two consecutive regularly-scheduled meetings of the committee may be considered to have resigned and the Chair of the Faculty Senate shall initiate the process to assign a new member.

F. The committee Chair shall submit a written annual report to the Chair of the Senate.

G. All proposed action items from this committee should be referred to the Faculty Senate Chair for placement on the Senate meeting agenda.