

	<b>Present</b>	<b>Excused</b>	<b>Absent</b>
Anne Angstrom	X		
Tatiana Arzivian	X		
Suzanne Biedenbach			X
Karen Buonocore	X		
Michael Chiacchiero	X		
Marius Coman	X		
Camille Drake-Brassfield	X		
Ann Eastman		X	
Christy Gilfert	X		
William Kelvin	X		
Brenda Knight		X	
Qin Liu	X		
David Logan	X		
Karen Maguire	X		
Jacob McAbee	X		
Martin McClinton	X		
Thomas Mohundro	X		
Yadab Paudel	X		
Les Sutter	X		
Melanie Ulrich	X		
Tejendrasinh Vala	X		
William Van Glabek	X		
Vera Verga	X		
Patricia Voelpel	X		
Michele Yovanovich	X		
Valentin Zalessov	X		

**Academic Standards Committee Meeting**

**All Campuses via Zoom**

**September 17, 2021**

**11 am – 12 pm**

- Meeting called to order at 11:02 am by Melanie Ulrich.
- Committee member introductions.
- Approve meeting minutes from 04/16/2021 – moved to approve by Bill Van Glabek, seconded by Michael Chiacchiero.

**Discussion Items**

**New Business**

1. From Dr. DeLuca: “I would like this year's outcome to center upon clarifying, updating and aligning:
  - a. Academic Standards Policies

- b. Academic Misconduct Policies
  - c. Academic Grievance Policies
  - d. Student Conduct Policies
  - e. Comment: Michele Yovanovich
    - i. Work in a smaller group to go through the process
    - ii. Additional volunteers: Karen Maguire, Anne Angstrom, Vera Verga, David Logan, Thomas Mohundro, Jacob McAbee and Melanie Ulrich
2. The ethics mindset and views on cheating in our student population – Bill VanGlabek
- a. [https://www.ey.com/en\\_us/who-we-are/ey-foundation-and-university-relations/academic-resource-center](https://www.ey.com/en_us/who-we-are/ey-foundation-and-university-relations/academic-resource-center)
  - b. Accounting education concerns from going on line is twofold
    - i. Cheating and ethics in courses – people do not have the knowledge that they should when they graduate
    - ii. By allowing students to cheat online is turning into a way of doing business and leading to occupational fraud – if it's OK to do it in school it's OK to do it at work
    - iii. Preventative measures – Kaiser Permanente, Ernst & Young – ethics mindset
      - 1. Tone at the top
      - 2. Training
    - iv. Survey for students – students feel it is OK to:
      - 1. Use someone else's material from a previous semester to check their work before submitting
      - 2. Use a website with information from previous students
      - 3. Join synchronous class for participation points, but turn camera off and work on other classes or play video games
  - c. Ethics training would be useful across the board
  - d. Marius Coman – good idea to give as a quiz for all students
  - e. Camille Drake-Brassfield – not teaching morals earlier in life, so it is harder to change that mindset
  - f. Bill VanGlabek – shared to all educators for free from Ernst & Young and short video
  - g. Michele Yovanovich
    - i. College campaign to do the right thing, leadership workshops, new student orientation
    - ii. Community-wide including reporting from faculty
  - h. Vera Verga
    - i. There is a canvas plagiarism course that they take. Maybe we can add a short ethics certificate to earn, too, at start of our course like Proctorio readiness. TLC could develop a short course, maybe?
      - 1. Bill Kelvin agreed that it is a great idea and added that maybe people could try to follow that up with a discussion (online or in person).
      - 2. Anne Angstrom asked if Cornerstone had any common assignments/experiences involving academic ethics? Karen Maguire said not specifically. She said they do all have Academic Integrity in their syllabus and all do talk about it specifically in their classes, but they do not have a common assignment on ethics.

- ii. Vera also mentioned that we need to consider websites like Chegg and Course Hero where students post questions and answers and other students who pay for an account have access to that information
- i. Anne Angstrom said we are also inheriting a problem that is rampant at the high school level, as well.
  - i. Karen Maguire said it isn't just rampant at high school, but that they see it throughout the country and the world. Politicians, celebrities, business leaders, on and on and on.
  - ii. Thomas Mohundro said Karen had an excellent point

## Old Business

1. Continued discussion regarding Academic Misconduct and college-wide standards/policy – flowchart timeline updates
  - a. Jacob McAbee from Student Affairs – managing student conduct as the Associate Director for Community Standards & Residence Education
  - b. Results from the committee survey were discussed and the flowchart was updated (see the last page of the minutes)
  - c. Does the timeline need to be discussed with the Provost's Office as it progresses? Or is it OK to work through the changes at the committee level since we have committee members representing the Provost's office this year?
  - d. Committee suggestions:
    - i. Bill Kelvin
      1. As soon as a misconduct report is filed, a student should get a notice of this, and the policy regarding appeals. Even if it is their first offense. That would guarantee that the student is informed the same day that the form is filed.
      2. I would build in some kind of automatic reply process too if possible-- like a DocuSign to acknowledge receipt of the charge? Or use a read receipt
      3. I think it would be good to include a video announcement in the email generated and a robocall if possible
    - ii. Marius Coman said the information mentioned by Bill above is important especially if it is their first offense.
    - iii. Vera Verga and Karen Maguire said an Incomplete could be entered into the system while the review process occurs if it is not finished by the end of the semester.
    - iv. Teju Vala said an F should be entered into the system if that is what is in the syllabus. If needed following an appeal, a grade change could be made.
    - v. Melanie Ulrich stated that a student who withdraws can maintain the W, even if they were found with an academic misconduct violation and the syllabus policy states an F for the course. Michele Yovanovich said which one is upheld will be up to the viewpoint of the administration.

- vi. Vera Verga stated that cheaters who remain registered without withdrawing still have access to the course material and other exams.
- vii. Teju Vala said the committee can make the recommendation regarding misconduct and a discussion can then lead to changes in an effort to reach an agreement.
- viii. Yadab Paudel stated that Proctorio can be compromised easily so the integrity of tests is not secure.
- ix. Christy Gilfert said the information from an Academic Misconduct Report is specific as to what is communicated to the student.
- x. Jacob McAbee said the process from the student services end is that they have 5 business days to schedule the hearing and 3 days to appeal.
- xi. Michele Yovanovich mentioned that House Bill 233 not only allows the students to record, but there is other legislation regarding the process and appropriate penalties for violations
- xii. Bill Kelvin suggests we automate as much as possible to lessen the load on everyone involved

The next meeting will be held Friday, October 15, 2021.

Motion to adjourn was presented by Vera Verga and seconded by Michael Chiacchiero.

Meeting adjourned at 12:03 pm.

