

**Student Academic Integrity Committee (SAIC)
September 14, 2016
Minutes of the Meeting**

These minutes reflect discussion and debate at a committee of the University of Minnesota Senate; none of the comments, conclusions, or actions reported in these minutes represents the views of, nor are they binding on, the senate, the administration, or the Board of Regents.

[In these minutes: Review of 2015-16 Agenda Items; Discussion of External Review of the Office for Student Conflict and Academic Integrity; OSCAI Updates]

PRESENT: Ragui Assaad (Chair), Mark Bultmann, Gabriel Carrier, Kimberly Clarke, Sharon Dzik, Sara Johnson, LeAnn Snow.

REGRETS: Kacey Gregerson, Stephen Gross, Sammy Holquist.

ABSENT: Rashne Jehangir, Carlos Torelli.

GUESTS: Laura Knudson, Office for Student Affairs; Jessica Kuecker Grotjohn, Office for Student Conduct and Academic Integrity.

1. WELCOME, INTRODUCTIONS, AND REVIEW OF CHARGE

Introductions were made of all members present. Ragui Assaad then referred members to the committee's charge, noting that it looks at academic integrity at the system-level, not just for the Twin Cities campus.

2. REVIEW OF 2015-16 AGENDA ITEMS

Ragui Assaad reminded members that work started last year on a few items – educating faculty, students, and others about academic integrity; increasing faculty awareness of the process; creating videos for education; and an external review of OSCAI. These items will continue to be a focus this year.

3. DISCUSSION OF EXTERNAL REVIEW OF THE OFFICE FOR STUDENT CONDUCT AND ACADEMIC INTEGRITY (OSCAI) AS IT RELATED TO SCHOLASTIC DISHONESTY

Laura Knudson, Assistant Vice Provost for Student Advocacy and Support from the Office for Student Affairs, joined the meeting to discuss the external review that was done last year for OSCAI. While the discussion today will focus on the parts of the external review that relate to academic integrity, she took an opportunity to note that the review highlighted all the areas that encompass OSCAI's mission. Some work has been made in these other areas and she would like to provide a brief overview for the committee:

- OSCAI developing comprehensive materials and participating in training for campus partners
 - OSCAI participated in training for Housing and Residential Life staff this year
- Revise the student hearing process
 - Student Sexual Misconduct Subcommittee was formed this summer to handle all hearings for sexual misconduct cases
- Increase training for Behavioral Consultation Team (BCT)
 - Licensed social worker was hired as the BCT case manager; duties for BCT were transferred out of OSCAI
 - BCT meetings will include training for all members

- Revise the Student Conduct Code to include medical amnesty
 - Student Conduct Code was revised in spring
 - Medical amnesty language was added to coincide with state law

Laura Knudson then reviewed a one-page handout that focused on academic integrity from the review. The faculty session, which was summarized in the report, was meant to collect faculty feedback on their experience working with OSCAI in general. The concerns related to academic integrity that were reported include:

- Long process for reporting
- Being unsure as to the steps in the process and the status of a case
- Hearings always being adversarial
- Many faculty choosing not to report centrally

She noted that another concern raised by faculty was managing disruptive/threatening behavior and/or mental health risk among students. While this is not strictly part of academic integrity, it is related.

From these concerns, she believes that the following changes, either already in progress at the time of the report or made since, address these concerns:

- New student conduct database allows for easier reporting by faculty and a quicker turn around time within OSCAI
- AIM program provides a restorative process to address faculty concerns that students are being harmed by their reporting; the program was too new for most faculty at the session to have experience with it
- The number of scholastic dishonesty cases that go forward to a hearing are very low
- There are other parts of the classroom experience that also impact student success

Members made the following comments:

- Few faculty have a first-hand experience with OSCAI so rely on what they hear from their colleagues, which can be positive or negative
- Committee is always trying to determine how best to bring this topic to the attention of faculty
- SAIC recommended the semester email from the Provost which lead to an increase in reporting
- This semester's email should mention AIM and the shorter turn around time for handling cases
- Students should be provided a time period to respond and then OSCAI should move forward with their process
- Most faculty do not know how or where to report a violation
- MyU should be utilized to increase faculty awareness; a tab could be added in the reporting section to provide information on scholastic dishonesty
- OSCAI should work with the Center for Educational Innovation to develop online resources for faculty

Q: What can faculty do to expedite the process?

A: Faculty should complete their reports soon after an incident, but then the timeline is dependent on the student response to OSCAI.

Q: OSCAI uses email to communicate with students but there are times when students do not check email. Should OSCAI consider sending a text to a student to check their email?

A: This depends on having a cell number for a student and being able to text them from a central OSCAI account. When students in a professional program were asked about using text messages to communicate most said that they did prefer this method.

Q: Do international students receive training on academic integrity?

A: Yes through an online departure video and module. They also receive materials during orientation and Welcome Week, but they are usually overwhelmed trying to get information on basic needs at that point. They would likely be better attuned to this information if it was presented during courses.

Ragui Assaad said that representatives from the International Student and Scholar Services (ISSS) Office should be invited to an upcoming meeting to discuss information provided to this population.

4. OSCAI UPDATES

Sharon Dzik reported that one staff member left the office this summer and she hopes to have a new staff member in place by early October.

Jessica Kuecker Grotjohn reported that the University is a member of the International Center for Academic Integrity (ICAI). Recent emails from that group have indicated that they will be moving their office from Clemson University and therefore their spring conference has been postponed.

When the Student Conduct Code was revised this summer, a small change was made to the subdivision for scholastic dishonesty. The words 'exam materials' were changed to 'course materials'. Jessica Kuecker Grotjohn said that this does not mean that anytime class notes are shared it is an automatic violation, as faculty still set class expectations, but it is meant to imply that one student could have an unfair advantage if all materials besides exams are provided to another student.

She then noted that she will start sending emails shortly to recruit AIM volunteers and asked members to encourage their colleagues and classmates to serve.

Q: Is there a limit to how many students can go through AIM?

A: No although at the end of the semester students might not get their first preference for a session due to the high volume.

Q: Is the faculty who reported a case involved in AIM?

A: No as the student needs to accept responsibility for scholastic dishonesty and then agree to participate in the program.

5. OTHER BUSINESS

Q: How are the system campuses involved in this committee?

A: Some members are from system campuses, although there were none at today's meeting. Two years ago the committee met with representatives from each campus to learn about their policies and procedures for scholastic dishonesty.

Q: What can a student do if they see cheating and the faculty member will not address it?

A: If a faculty member will not take action, the student should talk with the associate dean for academic affairs in the college. A final option is for a student to file a scholastic dishonesty report with OSCAI.

With no further business, Ragui Assaad thanked the members for attending and adjourned the meeting.

Becky Hippert
University Senate