



FOOTHILL COLLEGE

DEAC/COOL Academic Integrity Joint Meeting

Distance Education Advisory Committee and Committee On Online Learning

MINUTES

Date: 06/15/16

Time: 1:00-3:00 p.m.

Location: Library Conf Rm 3533

Attending

DEAC/COOL Academic Integrity Joint Meeting

Judy Baker, Brian Evans, Akemi Ishikawa, Kate Jordahl, Patrick Morriss, Mimi Will, Sarah Williams, Bill Ziegenhorn

DEAC/COOL Meeting

Akemi Ishikawa, Kate Jordahl, Patrick Morriss, Mimi Will, Bill Ziegenhorn

Discussion Items

DEAC/COOL Academic Integrity Joint Meeting

1. Welcome and introductions
2. Approval of minutes (available at <http://www.foothill.edu/fga/DEACmtg.php>)
3. ACTIVITY WITH AI: Discussion of development of a Foothill Online Code of Conduct with the Academic Integrity Committee and COOL-DEAC. Also discussion of recommendations for actions online faculty can take for encouraging academic integrity in their courses. (syllabus, services, faculty presence, other ideas)

DEAC/COOL

1. Updates
 - a. Canvas training and migration & accessibility reviews
 - b. OEI
2. Online course quality standards by divisions – follow-ups?
3. Other

Discussion Detail

DEAC/COOL Academic Integrity Joint Meeting

1. Welcome and introductions
Attendees went around the room and introduced themselves and were thanked for attending the last meeting of the academic year.
2. Approval of minutes (available at <http://www.foothill.edu/fga/DEACmtg.php>)
This item was tabled until a quorum from the previous meeting is present.
3. ACTIVITY WITH AI: Discussion of development of a Foothill Online Code of Conduct with the Academic Integrity Committee and COOL-DEAC. Also discussion of recommendations for actions online faculty can take for encouraging academic integrity in their courses. (syllabus, services, faculty presence, other ideas)
 - a. It was clarified that there is currently no active Academic Integrity Committee (AI). Members have moved on to other commitments or activities. DEAC/COOL was

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<http://www.foothill.fhda.edu/fga/DEACmtg.php>

- encouraged to continue its discussion and to try to reconvene in the fall with AI, once the committee is reactivated.
- b. The current Online Student Code of Conduct is Etudes was written by Vivie Sinou. Foothill College should create its own Foothill College Online Student Code of Conduct that can be used to apply to all online courses, not just courses currently being offered through Etudes. COOL was reviewing the Online Student Code of Conduct for Accreditation purposes and determined this was a good moment to create something that the college can use and not have it limited to Etudes users.
 - c. The college Student Code of Conduct and Student Handbook were cited as existing resources.
 - d. The Z Card is a registered trademark. Foothill has the rights to the text of that document, but not to the layout, photos, content (other than text). Therefore, it was suggested that the Online Student Code of Conduct not stray too far from this existing text. The online code should build upon the college code. Specifically the mathematics department did not want to create a new set of policies just for online courses.
 - e. Authentic assessment for online classes, Turnitin and Proctorio are tools faculty are currently using to help enforce the Online Student Code of Conduct.
 - f. The faculty discussed how authentic assessment requires more work from the faculty, but with no automated grading, cheating will be more difficult or irrelevant.
 - g. Where faculty would find time for authentic assessment was debated.
 - i. Prep time, service to the college, class size, class quality, etc. would have to change to accommodate the time required for authentic assessment.
 - ii. It was suggested that authentic assessment should already be part of the class preparation, and if it was not already incorporated then faculty may be working to contract, but they were not doing what others consider their job.
 - iii. In relation to faculty evaluations, it was suggested that evaluators be prompted to ask the right questions of faculty, for example, "Are you creating an environment where it is easy to cheat?"
 - h. It was suggested that the college look at 25+ different examples from other progressive schools to capture what they are doing to promote academic integrity.
 - i. Tricia Bertram Gallant, Academic Integrity Coordinator for University of California, San Diego was recommended as a resource.
 - i. Mary Thomas was also recommended as a resource, having served on the Academic Integrity Committee prior to her leaving for her sabbatical. It was suggested that she be contacted to participate in the fall.
 - j. Plagiarism and other forms of cheating were discussed at length. Faculty distinguished between last minute/one time cheaters versus an organized, networked community of cheaters. Some faculty shared concerns over a potential organized group, believed to all be international students, who may be using social media to share networked information on cheating. The International Student Office has been made aware of their activities, but the faculty acknowledge how difficult it is to explain academic integrity to some of our foreign students, when cheating may be seen by some as an appropriate strategy to succeed academically or obtain the credentials sought.
 - k. Faculty voiced their concern for this culture of cheating spreading beyond the international students. Students who do not cheat could feel that they are not having the same learning experience and wonder why they are working so hard if the cheaters are getting the same results.
 - l. It was suggested that time on Opening Day be allocated for faculty to share their experiences, as well as some simple steps they can take to create an environment where cheating is irrelevant or too difficult. The committee was reminded that AI did have plans to include this issue as part of Opening Day in the past, but at that time President Miner chose not to include academic integrity in Opening Day activities. It was then recommended that if academic integrity cannot find a place in the Opening Day schedule, then perhaps the group could provide quick, simple guidelines to share at the division level. Practical solutions that may be specific per division were discussed.

- m. It was also recommended that when cheaters are caught that the results are publicized to the campus. No details were asked to be included, but information such as, "Three students cheated and were expelled", was suggested to be made public.
 - i. Thom Shepard, Interim Dean Student Affairs & Activities, should be contacted for follow-up information on students who are reported to Student Affairs for cheating.

DEAC/COOL

1. Updates

Judy Baker provided the following information. In Judy Baker's absence, Kate Jordahl presented this information.

- a. Canvas training and migration & accessibility reviews
 - i. Canvas Use
 - Canvas vs. Etudes for 2016 Summer Session
 - 77 sections using Canvas (24%)
 - 242 sections using Etudes (76%)
 - 367 faculty have Canvas accounts at Foothill College
 - 25 have Canvas accounts based on prior experience/training
 - 125 have completed training
 - 217 have Canvas training in progress
 - "Submit Grades to SIS" feature in Canvas will not be available for Spring Quarter due to technical glitches
 - ii. Accessibility Reviews
 - 15 course site reviews and accessibility compliance completed
 - 62 course sites reviewed for accessibility
 - 10 course site reviews in progress
 - 5 course site reviews requested but not in progress
 - 2 course site reviews on hold
- b. OEI
 - i. The course exchange timetable for implementation is pushed back to 2017 winter/spring.

2. Online course quality standards by divisions – follow-ups?

- a. The committee may go back to the senate to get on their agenda in the future.
- b. Members discussed the lack of representation from across the academic divisions on this committee.
 - i. It was brought to the attention of those present, that COOL is a sub-committee of the Academic Senate and on some level, the information from DEAC/COOL meetings is brought to the senate and faculty can reply at senate meetings.
 - ii. Faculty also shared their confidence in DEAC/COOL. It was felt that the committee was doing a good job and faculty were comfortable with the decisions that were being made. If faculty were not confident in the work DEAC/COOL was doing, more faculty would be present to weigh-in and voice concern.

3. Other

- a. MyPortal has been down often. It was recommended that faculty share the alternate login site, foothillcollege.instructure.com, with their students.
- b. Faculty discussed accessibility issues and the spirit of meeting accessibility requirements versus meeting the letter of the law.
 - i. Faculty agreed that it is the college's responsibility to provide the service to make materials accessible.
 - ii. If sued, faculty need to show "good faith" effort that they are working to meet accessibility requirements.
 - iii. It was agreed that pulling material that does not meet accessibility standards would make the class experience less rich for all students.