|  |  |  |  |
| --- | --- | --- | --- |
|  | Present | Excused | Absent |
| Anne Angstrom | X |  |  |
| Karen Buonocore |  |  | X |
| Marius Coman |  |  | X |
| Camille Drake-Brassfield | X |  |  |
| Ann Eastman | x |  |  |
| Susan Holland | x | = |  |
| Kerri Keough Lampos | X |  |  |
| Angus Cameron | X |  |  |
| Miguel Rivera | X |  |  |
| David Luther | X |  |  |
| Emily Porter | X |  |  |
| Kristi Moran |  |  | X |
| Mary Myers | X |  |  |
| Yadab Paudel | X |  |  |
| Jessica Slisher |  |  | X |
| Melanie Ulrich | X |  |  |
| Tejendrasinh Vala | X |  |  |
| William Van Glabek | X |  |  |
| Vera Sullivan | X |  |  |
| Valentin Zalessov | X |  |  |

**Academic Standards Committee Meeting**

**All Campuses via Zoom**

**September 5, 2025**

**2:00 – 3:30 pm**

Meeting called to order at 2:05 pm by Bill Van Glabek.

**Meeting Summary for FSW Academic Standards Meeting**

**Quick recap**

The faculty committee meeting began with introductions and technical setup challenges before discussing academic misconduct issues related to AI usage in courses. The group explored various detection methods and assessment strategies for addressing AI-assisted cheating, while also addressing the need for clear policies and professional development on this topic. The conversation ended with discussions about updating the faculty handbook, including plans to transition it to an online format and assigning specific sections to team members for review.

**Next steps**

* William to conduct a professional development session on academic misconduct and AI, demonstrating how AI interacts with course assignments.
* William to assign faculty handbook sections to committee members for review and update.
* William to set up committee members with access to Pressbooks for faculty handbook editing.
* William to send out a link to the correct faculty handbook to committee members.
* William to work with Dr. Jester to grant editor access to committee members for the faculty handbook.
* Kerri, Mary, and Angus to review and update the Simple Syllabus section of the faculty handbook.
* Vera, Melanie, and Emily to review and update the Honor Lock section of the faculty handbook.
* Susan and Tejendrasinh to work on adding a Human Resources section to the faculty handbook.
* Camille to review and update the Organization and Governance section of the faculty handbook.
* Vera to review and update the New Faculty Mentoring section of the faculty handbook.
* Miguel to gather information on AI policies from the upcoming American Accounting Association Meeting.
* Susan to find and send William information about the additional faculty handbook version she discovered.

**Meeting Summary**

**Fall Semester Committee Meeting Introduction**

The meeting began with introductions and technical difficulties as some participants had issues accessing video and audio. William welcomed everyone back for the fall semester and introduced Kerri as a new committee member. The meeting focused on familiar topics, with no significant new agenda items or decisions made. Participants discussed their experiences with remote work and video conferencing, sharing tips for resolving technical issues.

**AI Academic Misconduct Detection Strategies**

The group discussed strategies for addressing academic misconduct involving AI in courses. William announced plans for a professional development session on handling academic misconduct, focusing on running course assignments through AI to identify issues and update assessments. Vera shared her experience using multiple-choice explain assessments and screen sharing to detect AI-generated content, noting that AI can now produce varied responses. The discussion highlighted the challenges of detecting AI-assisted cheating and the need for innovative approaches to evidence collection and assessment design.

**Addressing Academic Misconduct Concerns**

Vera reported that 17 questions from their BSc 1010 common final exam were found on Quizlet, indicating potential cheating, and suggested they would need to redo the final exam or find alternative assessment methods. William and Miguel discussed the process for handling suspected academic misconduct, with William explaining that initial attempts to resolve issues with students should be made before escalating to the Dean and academic committee, requiring concrete evidence of misconduct.

**AI Policies in Academic Settings**

Mary emphasized the importance of establishing clear policies to address AI usage in academic work, suggesting that professors include statements in their syllabi reserving the right to ask students to explain work suspected of being AI-generated. She recommended implementing a school-wide policy to protect both professors and students. William noted that Dr. Palmer was unavailable due to illness but confirmed that discussions on AI and academic misconduct would continue in future meetings. William also mentioned the need to address the faculty handbook, which David from the English and Humanities department found relevant to the discussion.

**Customizing AI for Academic Needs**

The faculty committee discussed challenges in addressing AI usage across different academic areas, with William emphasizing that each school should develop its own approach tailored to its specific needs. David raised concerns about faculty confusion regarding AI policies, and the group agreed on the importance of interdisciplinary collaboration and professional development opportunities, including upcoming training sessions and a shared governance forum focused on academic standards and AI. Melanie shared her experience managing AI-related academic integrity issues by incorporating clear syllabus guidelines and using constructive conversations with students, while Miguel stressed the need to present AI as a positive tool rather than a threat to students.

**Faculty Handbook Update Planning Meeting**

The group discussed updates to the faculty handbook, with William identifying several areas needing attention, including the syllabus, academic standards, human resources information, and organizational governance. Kerri and Mary agreed to work on the syllabus and academic standards, while Susan and Tejendrasinh volunteered for the human resources section. Vera and Melanie expressed interest in working on honor lock, and Camille mentioned her involvement with governance. William noted that some sections would be addressed in press books, with links to relevant information. The group agreed to review the handbook section by section, with William planning to assign specific areas to those who did not volunteer.

**Online Attendance Verification Challenges**

The group discussed issues with attendance verification in online courses, particularly concerning students who self-report as present despite not attending class. Mary explained that attendance verification is crucial for financial aid disbursement, as the last date of attendance affects whether students receive or must repay financial aid. The faculty agreed that sequential module access and locked assignments could help prevent students from submitting work on the final day to manipulate their attendance record. They also discussed the use of incomplete grades, noting that these are only appropriate when students have completed 70-80% of assignments and must be completed within 6 weeks of the next semester.

**Faculty Handbook Update Discussion**

The group discussed updating the Faculty Handbook, with William proposing to assign different sections to team members for review. They identified several areas needing updates, including attendance verification and academic freedom policies. William announced plans to transition the handbook to a live online document using Pressbooks, which would allow for easier updates. The team also briefly discussed a recent news story about a student lawsuit regarding an AI-generated online course at Northeastern University. The next meeting was scheduled for October 3rd at 2 o'clock.

**Faculty Handbook Access and Updates**

The meeting focused on accessing and updating the faculty handbook. William explained how to find the faculty handbook on the portal and clarified that it was different from the employee handbook. Susan pointed out that an old faculty handbook was still available on the canvas pages. William agreed to send out a link to the correct faculty handbook and work with Dr. Jester to grant editor access to those who need it. The group also discussed the need to find and remove an outdated version of the faculty handbook.