

# Academic Integrity Taskforce Goals Action Plan

## Taskforce meeting on August 23, 2023

- Review and set plan
  - Review and update current progress on academic integrity
  - Review existing academic integrity-related policies (DEIAA)
  - Review existing AP policies AP 5500 and AP 5520 and brainstorm on new AP 5505

## Taskforce meeting Sept. 13, 2023

- Begin goals work.
- Begin Goal 1:
  - Review and update the academic integrity violation process
  - Begin brainstorming AP 5505
  - Discuss possible guidelines on a recommended way for faculty member to report the incident while maintaining transparency for all involved parties. Consider the following:
    - Look at the student perspective: Is the process fair and equitable?
    - Look at the faculty side: Is the process fair and equitable?
    - What are student rights in academic integrity violations?
    - Ensure the language is clear, effective and fair to students and faculty. (Soften the language as we create and review the policies. (DEIAA)
    - Use empowering language that focuses on supporting students and less on the threat of failure.
    - Create consistent definitions and policies for academic integrity. (DEIAA)

## Taskforce meeting on Sept. 27, 2023

- Appoint leaders for each of four main goals
- Begin work on Goal 2: Secure funding/resources for the taskforce initiatives and promotion. Consider prioritization of bulleted items.
  - College support or resources for test site takedowns and/or preventing stealing of all course materials.
  - Expanding hours for Palomar Proctoring and ease of use
  - Money earmarked for consistent marketing
  - Significant effort by the college to create a culture of academic integrity
  - Avoid negative approach and focus on positive value for students
  - Publicize with events, posters, clear, informative website, etc.

- Create and maintain a funded, organized, consistently updated website of Academic Integrity resources and links for faculty and students
- Continue working on AP and integrity violation process
- Let the ASG know what we are doing and ask for feedback

### Taskforce meeting on Oct. 11, 2023

- Discuss and finalize a recommended integrity violation process
- Continue work on Goal 2: Secure funding/resources for the taskforce initiatives and promotion.

### Taskforce meeting on Oct. 25, 2023

- Continue goals work

### Taskforce meeting on Nov. 8, 2023

- Begin work on Goal 3 and 4 if not already started.
- Continue working on Goals 1 and 2.

### Taskforce meeting on Dec. 13, 2023

- Continue goals work
- Give progress report to the ASG

### Taskforce meeting on Feb. 28, 2024

- Continue work on Goal 2: Secure funding/resources for the taskforce initiatives and promotion
- Continue work on updating APs if needed

### Taskforce meeting on March 13, 2024

- Wrap up work on Goal 2: Secure funding/resources for the taskforce initiatives and promotion
- Wrap up work on updating APs

### Taskforce meeting on April 10, 2024

- Begin work on Goal 3: Address faculty support/expectations for upholding academic integrity (DEIAA)
  - Provide preventative guidance (flow chart?)
  - Show the best ways to avoid these academic integrity issues
  - Create and promote best practices for assessment/upholding academic integrity policy
  - Ways to avoid bias (DEIAA)
  - Update faculty training/onboarding to include academic integrity guidelines, including POET
  - Support for faculty in understanding DRC accommodations

### Taskforce meeting on April 24, 2024

- Continue work on Goal 3: Address faculty support/expectations for upholding academic integrity (DEIAA)
- Give progress report to the ASG

## Taskforce meeting on May 8, 2024

- Wrap up work on Goal 3: Address faculty support/expectations for upholding academic integrity (DEIAA)
- Begin or continue work on Goal 4: Transparency for students to find information
  - Standardized language in syllabus and Canvas
  - Consistent collaboration and communication between Academic Senate and Student Life and Leadership
  - Work with Palomar PIO on PR campaign for students
  - Include equal emphasis on online and in-person students
  - Include short video that can be used to promote and get message to students
  - Create messages on Canvas
  - Include Outreach in promotion of Academic Policies to educate students even before they enroll

## Taskforce meeting on May 22, 2024

- Continue work on Goal 4: Transparency for students to find information
- Assess goals and determine which need to be carried over to the next academic year

## Academic Integrity Goals

- Goal 1: Review and update Academic Integrity policies
  - Review existing related policies (DEIAA)
  - Creating a new policy AP 5505 (DEIAA)
  - Review and update the academic integrity violation process
  - Provide guidelines on a recommended way for faculty member to report the incident but keep students informed
    - Look at the student perspective: Is the process fair and equitable?
    - Look at the faculty side: Is the process fair and equitable?
    - What are student rights in academic integrity violations?
    - Ensure the language is clear, effective and fair to students and faculty. (Soften the language as we create and review the policies. (DEIAA)
    - Use empowering language that focuses on supporting students and less on the threat of failure.
    - Create consistent definitions and policies for academic integrity. (DEIAA)
- Goal 2: Secure funding/resources for the taskforce initiatives and promotion
  - College support or resources for test site takedowns and/or preventing stealing of all course materials.
  - Expanding hours for Palomar Proctoring and ease of use
  - Money earmarked for consistent marketing
  - Significant effort by the college to create a culture of academic integrity

- Avoid negative approach and focus on positive value for students
- Publicize with events, posters, clear, informative website, etc.
- Create and maintain a funded, organized, consistently updated website of Academic Integrity resources and links for faculty and students
- Goal 3: Address faculty support/expectations for upholding academic integrity (DEIAA)
  - Provide preventative guidance (flow chart?)
  - Show the best ways to avoid these academic integrity issues
  - Create and promote best practices for assessment/upholding academic integrity policy
  - Ways to avoid bias (DEIAA)
  - Update faculty training/onboarding to include academic integrity guidelines, including POET
  - Support for faculty in understanding DRC accommodations
- Goal 4: Transparency for students to find information
  - Standardized language in syllabus and Canvas
  - Consistent collaboration and communication between Academic Senate and Student Life and Leadership
  - Work with Palomar PIO on PR campaign for students
  - Include equal emphasis on online and in-person students
  - Include short video that can be used to promote and get message to students
  - Create messages on Canvas
  - Include Outreach in promotion of Academic Policies to educate students even before they enroll