FTLCAC Minutes
February 9, 2015

Present: Gordon Alderink, Bruce Bettinghaus, Mostafa El-Said, Jamie Langlois, Cathy Meyer-Looze, Janel Pettes Guikema (Chair), Christine Rener, Matthew Riedsma, Matthew Roberts, Scott St. Louis, and Janet Vigna

Meeting called to order at 1 pm.

1. Approval of agenda (Moved by B. Bettinghaus; seconded by M. El-Said).

2. Approval of minutes. Three names need to be added to the minutes of January 12, 2015 – Mostafa El-Said, Cathy Meyer-Looze, and Jamie Langlois (Moved by El-Said; seconded by Pettes Guikema).

3. Announcements
   3.1.1. A mailer went out last with some upcoming events. Please market to faculty
   3.1.2. Self study due in September. Data and information will be forthcoming

4. FTLCAC Faculty Handbook Description
   4.1. Janel took the Faculty Handbook Description to ECS/UAS where there was some discussion about proposed change of language. Four people voted against the revised description due to the perception that FTLCAC is giving up responsibility of oversight of the FTLC activities. Overall, all of the proposed changes passed the majority vote. FTLCAC discussed two additional clarifications in language. (M. El-Said moved to accept changes. Motion approved unanimously.)
   4.2. Times for meeting were also approved to change to the second Monday of every month for a two-hour session – 1-3 pm.

5. Academic Integrity
   5.1. Review of UAS charge to the FTLC Director regarding support of academic integrity including the Academic Integrity Action Plan. Matthew Riedsma discussed what the library is doing to support academic integrity. Several services are offered to faculty under two main headings – ethical usage and what to do when you are the owner of knowledge. Library liaisons are available to come to classes and there are relevant lesson plans created for faculty use. Other resources include how to work with publishers and how to write scholarly articles. Services are also customizable to faculty and discipline needs.
   5.2. Bruce Bettinghaus teaches accounting ethics in his course. He worked on an honor code for the Seidman College of Business. He isn't sure how much it has changed behavior especially with change of leadership and lack of consistent and continuous efforts. Bruce's suggestion is that if we wish to

improve academic integrity, then the efforts need to be made towards faculty attitudes, beliefs, and actions. Christine Rener asked how to change the culture of academic integrity, and the answer might be in accountability and follow through – reporting incidences as outlined. It needs a global push and universal attention within the university. Universities who do a good job in this area have a practice of consistent and continuous effort of identifying and reporting incidences. Where is our "weak link"? Does it lie with individual faculty, unit head, or somewhere else? There have been AI workshops but it hasn't been a focus for FTLC events and sessions. Christine asked about the urgency of academic integrity as a topic across campus. Where do ECS/UAS stand on this issue, and what specifically is the charge of FTLCAC. Should or has the APSC or ECS/UAS conducted a university wide survey to gather baseline data and potentially identify need areas? Does the current APSC have a charge regarding academic integrity as well? Where would the Academic Integrity website live? One suggestion was potentially the library.

6. Guest, Melissa C. Selby-Theut, Co-Curricular Committee – She represents the Counseling Center for the Co-Curricular Committee. The purpose for this suggestion is to intentionally connect programs to reach academic outcomes. She contacted Christine and Janel regarding the creation of a "substitute-on-demand" system, which could include another faculty member within a division when a faculty member cannot be in class or when appropriate. It would be a co-curricular collaboration. Creating a system online with all the departments listing their programs. Faculty would then look at all of these programs and select a program that would align with their course. Another idea includes co-teaching in which where a faculty member finds a related program online and invites that faculty member to share their expertise with his/her course. She is here to determine potential faculty interest. Examples of programs or topics include: Interpersonal series of workshops (Brooks), sexual consent and/or assault (Women's Center). It would be under the Student Services umbrella. One suggestion was to provide a way for a faculty member to post his/her need and a way to document when/how someone else is meeting that need and receiving "credit."

7. Meeting adjourned at 2:41 pm.
   7.1. Next meeting is Monday, March 23 from 1 – 3 pm.

Upcoming Meeting:
April 13, 2015