

ACADEMIC INTEGRITY TASK FORCE

Meeting Minutes Draft

August 10, 2010

2-3:30 pm

202 Peabody Hall

Present: Jen Day Shaw, Ken Gerhardt, Paul Robinson (student representative), Sara Mock, Paul Sindelar, Bernard Mair (provost liaison), Steve Hagen, Angela Lindner, Chris Loschiavo, and Stephanie Hanson (transcriber)

1. **Large Group Review and Discussion of Revisions to Faculty Survey Items -**
The task force reviewed the faculty survey draft Jen and Stephanie had edited based on the discussion from the last meeting. Additional discussion and recommendations were made. Jen will incorporate these into the document and resend electronically to the task force for additional input prior to forwarding to Marie Zeglen and Noelle Mecoli for assistance with survey design.
2. **Discussion of Student Experience in the Research University (SERU) Wild Card Option for the Student Survey –** Dr. Mair and Dr. Telles-Irvin have expressed their support for allowing our Task Force to include survey questions on the SERU, which is administered to all UF undergraduates. (This survey has a wild card section that allows universities to add questions specific to their institution.) Dr. Mair indicated that an administrative group at UF still needs to determine the components to be included in the wild card section of the survey, which directly impacts how much space will be allocated to academic integrity. We will wait to hear from this group to work intensively on the SERU component of our survey.
3. **Discussion of Next Steps –** Given the opportunity to participate in the SERU, we have agreed to implement the following sequence of activities:
 - a. Complete faculty survey design
 - i. Send electronic feedback on the faculty draft to Jen and Stephanie
– All task force members
 - ii. Meet with Marie and Noelle to discuss faculty draft and sampling
– Jen and Stephanie
 - b. Review current draft of the student survey with specific focus on graduate and professional students given the SERU is restricted to undergraduates –
All task force members
 - c. Announce and implement faculty survey – announcement coordinated with colleges and UF administration; implementation coordinated with Institutional Research - approximate time mid October
 - d. Discuss development of focus groups, including content and process for setting up and conducting – Subgroup of task force TBA
 - e. Design SERU questions – Subgroup of task force TBA

In addition, Stephanie indicated that Amelia Bell from the UF Faculty Senate inquired about an appropriate timeframe to receive a report from the task force. This led to a brief discussion of how best to inform faculty and students about opportunities for involvement. The task force agreed to wait on a formal report to the UF Senate. Instead, Stephanie will draft an e-mail to be considered by the provost for distribution to all faculty. This will include information about the Discussion Board. All task force members were asked to enter the Discussion Board to ensure it works effectively. Stephanie will send the e-mail to Dr. Mair. We will also send similar information to the Senate Steering Committee per Dr. Mair's request. Jen will facilitate sending out an e-mail to students regarding focus groups and the survey at the appropriate time.

Next Meeting: TBA; Stephanie will send out a Doodle scheduling request after she and Jen coordinate their fall schedules.