Academic Affairs Committee
Minutes - December 1, 2023
9:00 am McMullin Lecture Hall (D200)

Voting Members Present: Stephanie Beaver, Tina Bradley, Eddie Dry, Lucy Haun, Jill Roach, April Woods, Robin Navel

Voting Members Absent: Sadie Quick, Paul Stepp

Non-voting Attendees Present: Jessica Clanton, Beth Whitfield, Robert Shurley, Jacob Hutchinson, Kellie Thomas, Michael Thomas, Jessica Clanton, Melissa Klinger, Christy Keirn, Cyndi Crisel, Brenda

1. Call to order - 9:00am
2. New Business items:
    a. Update from Academic Advising Workgroup
        i. Advising Days – event in conjunction with Title III
            1. Ongoing process. Currently at 632 students as of this morning.
        ii. Trailblazer Days participation
            1. Two mock class periods were offered to high school students during Trailblazer Days
        iii. During Dr. Daniel's office hours, there was a request for a summer advising survey to go out - an effort to see how summer advising went. Advising workgroup will send this out.
    b. Update from Online Workgroup
        i. Working with Title III to complete course reviews. Will start December 4th. Please have your online and hybrid courses ready for review.
        ii. Still working on the transition to Canvas. Summer 1 is when we will officially switch to Canvas.
            1. Training sessions will start in January through Title III.
            2. Which group is in charge of this transition?
                a. Title III, Online Workgroup, and Dr. Daniel's office.
    c. Update from Library Workgroup
        i. New ID system in works
            1. An ASU system effort to run on the same ID system. This is an in-house system that is here and almost functioning. There is a plan for someone from AState to come next week and help us hook that up.
            2. Hopeful that this will be up and running during the Spring 2024 semester.
            3. Integrated with Banner so there is less room for human-error. Eventually, this would allow us to use the one ID card in different areas (library, bookstore, OwlCove, ect)
    d. [Proposal for new workgroup on Artificial Intelligence (AI)](#)

   i. Michael Thomas brought this proposal to the group after a discussion with several other faculty members.

   ii. Faculty members found that there is a problem with AI generated work being submitted in classes this semester. It's a problem that is continuing to grow, especially towards the end of the semester, and there is a need for a workgroup to oversee and propose policy for AI use on our campus. The Academic Dishonesty blurb is not comprehensive enough to cover AI.

   iii. Dr. Daniel said there is money in the Title III grant that could help with professional development in this area. We can look at bringing in presenters and going to locations of people who are doing great things in the AI realm.

   iv. Turn It In will be a tool in Canvas and it will have an AI identifying component.

   v. Theressa Walker, Matt Buel, Michael Thomas, and Jessica Clanton are the members at this time.
  1. They plan to bring professional development opportunities to campus this Spring regarding the ethical use of AI and how that can.
  2. Tina Bradley will put out the call for additional members.

   vi. Eddie Dry made a motion to create the workgroup, Jill Roach seconded the motion. All in favor, motion passed and a workgroup has been created.

3. Unfinished Business:
   a. Update on discussion from previous meeting concerning a current list of student organizations with meeting times/locations
      i. Tina has started a list, but is wondering what our next step is.
      ii. Lengthy discussion about how we can move forward on the lunch hour change.
         1. Tina Bradley will contact the Student Affairs committee and Diversity Council to ask that we have a joint meeting so that we can have a larger discussion.

4. Adjourn - 9:42am