

## TEACHING AND LEARNING COMMITTEE MINUTES

**Date:** Thursday, October 26, 2023

**Time:** 2:30 – 4:00 p.m.

**Present:** Vidda Beache (Co-Chair), Robin Witmer-Kline (Co-Chair), Nancy Arnone, Jessica Baker, Sonjurae Cross, Olusengun “Victor” A. Edun, Audra Haddock-Martenot, Josue Lopez, Dan Ryan, and guests Sean Wynkoop (English Division) and Kendra Perry (Library)

**Prior to the meeting:** files shared for September 28, 2023 Teaching & Learning Committee Meeting Minutes; links to articles related to support Artificial Intelligence

1. The first point of business concerned the charge of creating an Academic Integrity Policy to address GPT Chat and Artificial Intelligence. The committee discussed proposed changes in regard to current HCC policies and procedures used by the college regarding “cheating”, the concept of the ethical use of generative AI by students, existing research regarding best practices and the need to search for and review current academic integrity violation policies and practices.

The Committee decided to amend the HCC Code of Conduct Policy by incorporating language specifically designed to reference the improper use of artificial intelligence within the subsections. Section A – “Cheating”, Section B – “Plagiarism”, and Section C – “Computer use” and Section D – “Unauthorized collaboration” were subsequently amended to include language that specifically prohibited the improper use of artificial intelligence.

After approving revisions made to the HCC Code of Conduct Policy, the Academic Integrity Policy was reviewed and determined to be in good standing due to its breadth of content. Revisions to the policy were deemed unnecessary at this time.

2. The second point of business was to review and approving the Minutes from the last Teaching and Learning Committee Meeting which was held on Thursday,

September 28, 2003. A motion to approve the Minutes was made by “Victor” Olusegun A. Edun and Nancy Arnone seconded the motion. The Minutes were unanimously approved by the Committee.

3. The third point of business was to determine another meeting time for our next meeting because our regular scheduled meeting time fell on Thanksgiving Day. Due to faculty meeting time conflicts in November, Dean Beache suggested moving our next meeting to Friday, December 1<sup>st</sup> from 9:00 a.m. to 10:00 a.m. via Zoom. She stated that this would count for both our November and December meetings.

The meeting concluded at 4:03 p.m. and Dean Beache and Robin Witmer-Kline met briefly post-meeting to discuss final thoughts.

The next Teaching and Learning Committee meeting will be on Friday, December 1<sup>st</sup> at 9:00 a.m. – 10:00 a.m. via Zoom and will be a more condensed meeting.

Recorded by: Robin Witmer-Kline, PhD, LPC, Assistant Professor of Psychology