

Minutes



Vice-Provost (Teaching and Learning)

Meeting:	Academic Integrity Subcommittee	Date & Time:	Tuesday July 19, 2023 2:00 - 2:50 p.m.
Platform:	Microsoft Teams		
Chair:	Gavan Watson, Vice-Provost (Teaching and Learning)		
Members:	<ul style="list-style-type: none"> Brian Frank (Faculty member, Faculty of Engineering and Applied Science) 	<ul style="list-style-type: none"> Kelley Packalen (Faculty member, Smith School of Business) 	
Observers:	<ul style="list-style-type: none"> Aimee Burtch (Ombuds Office) Devin Fowlie (SGPS President) Lisa Newton (Legal Counsel) 	<ul style="list-style-type: none"> Melissa Seal (Legal Counsel) Heather Trojek (Interim University Ombudsperson) 	
Regrets:	<ul style="list-style-type: none"> Alysha Ahmad (Undergraduate Student-at-Large, AMS Secretariat) Johanne Benard (Faculty member, Department of French Studies) Gaby Fekete (Graduate Student-at-Large, SGPS VP Finance and Services) Lon Knox (University Secretary) Kate McCuaig, AMS President 		
Administrative Support	<ul style="list-style-type: none"> Claire O'Brien (Provost's Office) 		

Before the meeting was called to order, the Chair acknowledged Queen's University's presence on the traditional lands of the Haudenosaunee and Anishinaabe.

Opening

1) Agenda

The agenda for the meeting is to continue working on changes to the academic integrity departures.

2) Minutes of June 27, 2023

The minutes were accepted.

3) Revision of Academic Integrity Procedures : Types of Departure from Academic Integrity

Following the previous meeting, members and observers worked together in a shared document to update the section of the Academic Integrity Procedures that lists types of departure from academic integrity. At this meeting, further changes were discussed, and these changes were made in the shared document once consensus was reached.

Discussion topics included the definitions of plagiarism and contract cheating, and the language used in the examples around unauthorized use of artificial intelligence and unauthorized content generation. Some examples were changed slightly, and others moved from their original category as they better represented a different type of departure.

A member noted that there was a slight discrepancy between the heading *Use of Unauthorized Materials* and the description of this departure. The description includes use or possession of unauthorized materials. L. Newton referred to a general statement present in other policies and contracts that makes clear that the language in titles is not binding. She will send that language for insertion into the procedures after the meeting.

The categories of falsification and forgery were discussed. It was agreed that the two concepts were similar. M. Seal reported that the two are used interchangeably in a legal sense, and are both types of fraud. There was agreement to collapse the two categories into one, which may be called deception. A new definition, and examples from both previous departures types would be employed to make the scope of the new departure type clear. M. Seal agreed to combine the two categories and make revisions in the shared document after the meeting for members' consideration.

At the end of the discussion, it was agreed that the document including the changes made at today's meeting, and the further language to be provided by legal counsel, would be circulated by e-mail for members to vote on approval of the revisions. After approval by this group, the revised procedures would be sent to the Senate Committee on Academic Development and Procedures for review, then to Senate for approval.

Secretary's note: On 21 July, with the above changes made, the following motion was circulated to members by e-mail: Moved by K. Packalen, seconded by G. Fekete:

The Academic Integrity Subcommittee recommends to the Senate Committee on Academic Development and Procedures that the proposed revisions to section 2.2 of the Academic Integrity Procedures – Requirements of Faculties and Schools be presented to Senate for approval.

The motion passed on July 31, 2024.

4) Other Business

There was no other business. The meeting was adjourned at 2.50pm

Next meeting: not scheduled.