

Minutes

Vice-Provost (Teaching and Learning)

Meeting:	Academic Integrity Subcommittee	Date & Time :	Tuesday, September 29, 2020– 2:00 to 3:00 p.m. x
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Platform :	Via Zoom
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Chair	Cheryl Pulling (School of Nursing)
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Observers	
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Members	Sue Blake(Office of the Provost and Vice-Principal Academic) x Gillian Ready, (Office of the Provost and Vice-Principal Academic) x Melissa Seal (Legal Counsel)
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Regrets Members and Observers	x Kate Rowbotham (Smith School of Business) x Lon Knox (University Secretary)
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Administrative Support	x Peggy Watkin (Office of the Provost and Vice-Principal Academic)
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Before the meeting was called to order, the Chair acknowledged Queen’s University’s presence on the traditional lands of the Haudenosaunee and Anishinaabe.

A round of introductions was made.

Opening			
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Agenda
 It was agreed to adopt the Agenda as circulated.

customized by each Faculty and School. The tool also has the capacity to streamline annual reporting because all data will be available centrally in a secure location with separate access to subsections for each Faculty and School. The workflow capacity of the software will also support the appeal process. Funds have been requested to hire a central academic integrity manager who would administer the system and support Faculty-based academic integrity administrators.

Next steps include customizing the software and training users.

Johanne Enard offered to share open book exams guidelines that were created in the Department of French Studies.

Update on Review of ***Senate Policy – Requirements for Faculties and Schools***

The Chair introduced Gillian Ready who has been hired as a special project manager in the Office of the Provost and Vice-Principal (Academic). One of Gillian's task is to update the Senate Policy on Requirements for Faculties and Schools

