

**Members in Attendance**

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|------------------|-------------------|
| • Susan MacNally | • Bob Lim         |
| • Rodolfo Torres | • Jane Tuttle     |
| • Jeff Chasen    | • Ngondi Kamatuka |
| • Lindsay Hamm   | • Bill Keel       |
| • Chris Meiers   | • Betty Colbert   |
| • Ilana Demantas | • Amy Smith       |

**Members Absent**

- David Reed
- Jan Sheldon

**Topics Discussed**

- Component team A discussed approach – met first to decide how to approach the task and then were able to start working with the same goal in mind; got started with sections they were most conversant in and then shared with Amy to get feedback, once assured the approach was correct, worked on other sub-component pieces
- Overarching themes that apply to all teams/components:
  - Suggestion: might need to determine a better way to display the links to resources, Rodolfo agreed and stated this would likely be something accomplished by the final editors of the document
  - Discussed making more clear that the resource/unit lists in each section are not exhaustive but a sampling of possible evidence
  - Rodolfo said the entire chapter will have an overview that will capture some of the higher level initiatives that fit in every part, e.g., Bold Aspirations, Changing for Excellence
  - Anything we think that should be mentioned should be put into the document now and can be removed later if duplicative or better in another section
- Specifics of document - committee made comments and additional suggestion for evidence resources:
  - Chris Meiers mentioned the specifics to the KUMC policies that differ from Lawrence campus
  - Overview: data governance discussion – how faculty, students, and staff look at data and make data-driven decisions, Bob referenced a specific working group on information management; add KUIC (Industry Collaboration) in second paragraph; GC also works with the KUMC hospital; system of shared governance (one sentence about openness and integrity and the role governance plays with link to Gov website <http://www.governance.ku.edu/>)
    - Move GC to auxiliary section and out of the overview
  - Financial: KCUR efforts in how we handle money and funding money – maybe include these units in the list of links rather than mentioning each unit specifically (KUCR, Admin & Finance, RI: [http://research.ku.edu/research\\_integrity\\_office\\_research\\_graduate\\_studies\\_university\\_kansas](http://research.ku.edu/research_integrity_office_research_graduate_studies_university_kansas)); mention of the “sacred trust” in which we responsibly manage the resources that are gifted or granted to the University; in addition to internal audit add a sentence about other units that engage in external audits
  - Academic: list of units too narrow – might include Student Code of Rights and Responsibilities, Undergraduate Services, Students affairs, Diversity and Equity – committee agreed better to leave with the opening sentence, add mention of student code and then not include a longer list of the student support units that will be mentioned in another section; along with Human Subjects also mention animal welfare; IP and Study Abroad one of the hallmarks of KU; discussed more fully articulating how the diversity of campus and experiences for our students (study abroad) feeds into our mission of educating future leaders and global scholars; online programs and units to support them

(CODL, CTE) as evidence of academic integrity – for example moving toward more online instruction while ensuring that our online programs meet the same standards and academic rigor of a KU degree; mention of bulletins outdated better to mention the online academic catalog and live and online training to the mention of how we disseminate and promulgate policies and processes; adding mention to and our response to Clery Act, GLB, Title 9; conflict of interest and research integrity (add this to section about Human Subjects)

- Personnel: discussion about Ombuds while imp they are not the formal modality for adjudicating grievance disputes so maybe add more detail about USRR and FSRR grievance procedures; add learning and developing programming for new hires (might add link to HR letter to new hires that lists imp policies to know when new to campus); developing health info training policies (Chris will send info from KUMC); SSI and COI processes (though this is an assumed practice); discussed aspirational process and tools e.g., LMS
- Auxiliary: add Continuing Education; moving GC to this section; an example of our external relationship and trust insert NCI designation (as a testament to our integrity) and link to page that discusses NCI;
- Discussed the Univ policy on [Research Skills and Responsible Scholarship](#) – adding specific reference to this policy in the 2E section
- Discussed editing the document – the team will take the initial stab; Amy will help as needed and then upload the draft to the Campus Labs tool, other committee members are welcome to review and comment on the posted draft
- Future initiative discussion: IT reaching out to new faculty about research needs and data to transfer to get started quickly; HR and Finance Admin working with IT to improve onboarding for all employees including access to info and buildings; RGS also part of this to ensure a smooth transfer of data and requisite paperwork to assist the faculty member; IT mapping process for transfer and new students; developing the KU Portal into a data dashboard with more integrated features and services

Tasks	Date	Who is Responsible?
<ul style="list-style-type: none"> <li>• Component team A will revise draft</li> <li>• Component team B prepares to present at the next meeting</li> </ul>	Oct 7 <sup>th</sup> (see below)	<p>Jeff and Bill, with assistance from Amy</p> <p>David and Betty</p>

**Future Meetings (Date/Time/Location):**

- October 7<sup>th</sup>, 3-5, Youngberg 248