

Report to the Provost
December 2023
To: Provost Andrew Storer
From: Holly Hassel and Shane Oberloier (Co-Chairs, MTU AI Working Group)

- **Goal:** *“To be a leader in incorporating AI into our curricula and into the student academic experience.”*
- **Vision:** *“Michigan Tech will deliver academic programs and experiences that prepare students for a world in which AI is omnipresent.”*
- **Charges:**
 - Identify ways in which we can best prepare students for a workforce in which AI will be omnipresent.
 - Explore, document, and make recommendations relating to the opportunities and challenges that the rise in artificial intelligence bring to academic affairs at Michigan Tech.

Goals of the Working Group

During this fall semester, the goal of our group has been to work deliberately and strategically toward our charges as outlined from the [provost's initial document](#).

Major Accomplishments

- Held seven meetings or conversations with various groups on campus about AI and their issues/concerns with the unit (see “outreach activities,” below)
- Met as a group on a biweekly basis to work towards our charges, specifically the goal of gathering feedback from constituencies on campus
- Formed subgroups around the charges and met separately in subgroups to make progress toward those charges (1: gather campus feedback, 2: connecting with other groups on campus, 3: building an [updateable resource site](#), 4: policy issues/development)
- Planned two student-focused listening sessions (one for undergraduate and one for graduate students) in January or February 2024
- Prepared a [survey of faculty and staff](#) to be disseminated as soon as we are able to through the provost's office or other, appropriate campus-wide dissemination tool
- Held a CTL AI Coffee Chat with a panel and table discussions to learn more from participants about their major needs and questions regarding AI.

Spring 2024 Priorities

- Student listening session(s): undergraduate and graduate
- Survey of campus (Gather feedback, analyze)
- Presentation to Senate (coordinate with Dr. Hutchinson)

Outreach Activities

1. When: Wednesday, 10/25, at 12:15-12:50p
 - a. Where: SDC President's Suite (take the elevator located by the ticket office/office 142 to the 2nd floor. The President's Suite is the first suite on the right).
 - b. What: discuss the ways AI is being used across campus with an eye to making workflows more effective/efficient
 - c. Who from WG attended: Sarah Isaacson, Jenn Sams, Holly Hassel
2. Meeting with Will Cantrell, Graduate School Dean, Friday October 27:
 - a. co-chair meeting with Will Cantrell, Graduate School Dean, about use of GAI tools and writing guidance provided by the graduate school, including surfacing shared assumptions about citation and credit.
 - b. Dean Cantrell joined one of our meetings mid-semester to further discuss the issue, including hearing feedback from our graduate student representative passing on concerns that graduate student work was being given GAI-created feedback from their faculty advisors/instructors.
3. College of Forestry and Environmental Science–
 - a. Tuesday, November 7, 7 November during our 1-2 pm Faculty-staff meeting
 - b. Holly and Shane attended this session, provided information, and heard questions/comments/concerns.
4. AI Coffee Chat: CTL and library; Thur, Nov 2, 3:30
 - a. How have you addressed the presence of generative AI tools in your classes this semester? Have you included a course policy in your syllabus regarding the use of AI? If so, what influenced this policy? How is it going?
 - b. Have you been using AI tools to familiarize yourself with ways to leverage them in your classes? If so, what tools have you been using?
 - c. Are you encouraging your students to use AI tools in your classes? What AI skills and experiences do you think your students need exposure to? Have you had class discussions about their experiences with these tools?
 - d. Have some of your course assignments and assessments been “broken” by AI? How have you adapted?
 - e. Based on your experiences, and the discussion today, what changes do you anticipate making in your teaching practices? Are there actions you would want others to take to address AI tools and their impacts on your teaching?
 - f. Are there areas in which you are looking for guidance or support regarding AI?
5. Tue: November 7: Department of Computer Science
 - a. Hi Shane, Holly, good morning, My name is Nilufer. I am an associate professor at the Department of Computer Science and the Director of Undergraduate Studies. Zhenlin, our department chair, shared your message with me and we had initial discussions at our Undergraduate Committee meeting. Now that we are through with the ABET visit, we were wondering if you could visit one of our meetings and talk to us about your working group.
6. EOC/Title IX Retreat (Nov 15, 2023)
 - a. Holly and Shane gave a presentation to members of the EEC/Title IX office about the group's work, questions that emerge, and potential policy issues that might be taken up or impact this office.

7. Professional Staff Development Day:
 - a. Members of the AI Working group (Jenn Sams, Sarah Isaacson, and Holly Hassel) gave a presentation at the staff professional development day in October, providing an overview of tools that are emerging for use in the workplace as well as describing some guidance about what situations/contexts use of GAI tools are most useful and appropriate.
8. Meeting with Robert Hutchinson (MTU senate chair),
 - a. 12/1 to discuss possible policy work over the academic year. Alex Morrison, work group member and senator (Humanities) also attended. We determined that Dr. Morrison, as a member also of the Senate Academic and Instructional Policy Committee, would bring questions/issues to that committee for potentially developing a proposal.

Ongoing feedback from meetings (summary)

1. **AI Coffee Chat: CTL and Library:** In this Lunch & Learn (attendance of ~30 faculty) a panel of 5 professors explained their efforts to integrate or harmonize their curriculum with AI. Then faculty broke out in groups for facilitated discussion. The general takeaway is that many faculty are uninformed about potential pitfalls, biases, and inequities that can be caused by AI. Most are looking for more opportunities to be further educated on the matter.
2. **Department of Computer Science UPC:** The faculty in this meeting seemed mostly hesitant to consider allowing AI usage in classes. Especially in introductory courses, AI can do large amounts of assessment. Attendants were all aware of how AI can be used within their discipline - but not fully informed on how much their students are using it out of class.
3. **College of Forestry and Environmental Sciences:** Faculty in this meeting had mixed views. Points were brought up that AI can really be used as a tool to accelerate problem solving. Coming out of the meeting some faculty now realize that AI has become "everyone's field"
4. **Title IX & Equal Opportunities and Compliance:** Though these departments are "out of our scope" Holly and Shane still agreed to present and speak with them. A need has been identified to create a committee that is focused on AI usage in the administrative side of the institution.