

**WMU Faculty Senate
Ad Hoc Artificial Intelligence Committee
Charges for 2023-24**

Kieran Fogarty will serve as the Faculty Senate Executive Board representative on Ad Hoc AI Committee

Generative Artificial Intelligence (AI) tools are rapidly transforming Higher Education. These tools pose both opportunities and challenges for faculty, staff, and students. The benefits and barriers have the potential to impact multiple entities across campus. The Ad Hoc AI Committee will explore how these tools (e.g., ChatGPT, Claude, Alphacode) are and/or will be used on campus in teaching, grant writing, research, student work, assessment, faculty development, and infrastructure. From the findings of this committee, a final report will be submitted to the Faculty Senate Executive Board by the end of the 2023-24 academic year with actionable recommendations including but not limited to needed academic policy modifications, implementation practices, potential misuse, ethics, and overall campus needs.

1. Develop a unified definition of AI tools for WMU.
2. Complete an AI tools environmental scan across campus.
3. Review the literature for AI tools best practices and cautions.
4. Develop recommended actionable items and submit a final report to the Faculty Senate Executive Board.
5. Review the scope and description of the committee's role statement and assess the effectiveness of the committee's practices. Determine if the committee should continue or be incorporated into an existing Faculty Senate council or committee.
6. Address any continuing or outstanding issues or initiatives as directed by the Faculty Senate Executive Board, members of the committee, faculty, and/or academic administrators. Conclude the initiative by producing a report to the Executive Board or a Memorandum of Action.

NOTE: The Ad Hoc Artificial Intelligence Committee will seek information from any administrative office to maintain communications with that office on issues directly related to it. Committee recommendations are to be submitted to the Executive Board in the form of a memorandum of action (MOA) on which the recommendation(s) is/are stated. Any draft MOAs requested by the Executive Board should be submitted using the MOA template.