

**Meeting Minutes**  
Executive Committee of the AFSE  
February 7, 2025

Present: Xiao Wang (chair-SBHSE), Olivia Burnsed (secretary-SBHSE), Treavor Boyer (SSEBE), Vikram Kodibagkar(SBHSE), Daniel Aukes (MSN), Arul Varman (SEMTE), Yong-Hang Zhang (ECEE), Avi Wiesel (SSEBE), Ted Pavlic(SCAI), Hyunglae Lee (SEMTE), Guoliang Xue (SCAI), Brian Atkinson (TPS), Xi Yu (MSN)

Not Present: Nancy Cooke (TPS), Yanchao Zhang (ECEE)

Guests: Kelli Haren, Kyle Squires, Charles Barbee, Scott Mahler

1. Introduction of invited guest
2. Approval of minutes

Motion: Approve minutes from January 10, 2025. The motion was unanimously approved.

3. Faculty Recognition:

Kyle discussed potential format (lunch) and ways to get more participation and excitement from faculty. Committee discussed that it may help aid in recognition for this to become an annual event with more promotion and advertising and that it may take a few years for it to have the desired weight for the event.

4. Generative AI

Charles Barbee presented briefly about AI use, academic integrity violations and the number of occurrences for the 24-25 school year. He emphasized the importance of setting clear expectations in your classes with statements in the syllabus and clear instructions on every assignment about the use of generative AI and that it may also help to give students the rationale of why generative AI is not helpful for them in that course setting/assignment. The committee then discussed various issues relevant for AI use at ASU including:

- a. Ways faculty could use AI to better their courses, assignments, and teaching and better discussion on how to determine if generative AI should be allowed in your course and in what ways if so
- b. Ways teaching pedagogy and course format should change to reduce academic integrity violations and unapproved AI use:
  - i. Guidelines to set up grading (eg no more than 40% for exams) to reduce academic integrity violations should be something we go over with onboarding faculty. IE summative exams that are high stakes often put people in a position of stress, so reducing the weight of those in the course grade & including more formative assessments that are low stakes
  - ii. Create a culture where students recognize the value of learning the material and where students recognize where they are in their learning
  - iii. Better ways to address student engagement and involvement

- iv. Ways to encourage best practices for the use of generative AI in classes & things students should check for etc after using AI
- c. Ways faculty could use AI to facilitate and scale grading (Scott mentioned gradescope and other potential ways to improve mass scaling in the future)
- d. Reducing, detecting, investigating, and reporting Academic integrity violations when generative AI has been used and is not appropriate
- e. Chuck discussed the importance of reporting all academic integrity violations to the Academic Integrity Office to ensure due process and that the instructor has backing of dean, vice dean, policy manuals, etc. Also reporting allows the student to be flagged for future violations and for you to know if the student has been previously charged
- f. Committee discussed that some of these things would be great to come from a working group, community of practice, mini course, webinar with shared resources, stories, and case studies to help faculty. Brian Atkinson volunteered to serve on such a committee with Chuck and Scott in this capacity.
- g. Committee discussed tools being endorsed by ASU and asking if we can ask suppliers to have ways that doesn't give student the same view/response as faculty using it to create course content (ie EdPlus's Question Generator & ClipGist): [https://asuo-ai-labs.streamlit.app/Question\\_Generator](https://asuo-ai-labs.streamlit.app/Question_Generator)
  - i. Scott discussed MyAIbuilder with the idea that it is something we can control a bit more in an environment where we can manage these types of concerns

5. Dean's Distinguished Lecture

Rafael L. Bras will give Dean's Distinguished Lecture on February 26<sup>th</sup>. Executive committee members may be invited by Kyle for various agenda items related to the event.

6. Dean's Dissertation Award Discussion tabled until next meeting

Prior draft timeline is copied below:

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|--------------------|--|
| a. January 13      | Communication sent to directors and EC (draft below)     |
| b. February 28     | Submissions due to dean's office                         |
| c. Week of March 3 | Olivia sends assignments to individual committee members |
| d. March 28        | EC scores due to Olivia                                  |
| e. April 4         | EC discusses recommendations at April meeting            |

Next Meeting

Friday, March 7, 2025

12:00 - 1:00 pm in BYENG 660