

QUEENSBOROUGH COMMUNITY COLLEGE

DATE: November 14, 2023

FROM: QCC Special Committee on Pedagogical Response to Artificial Intelligence, Scott Litroff, Chairperson

TO: Academic Senate Steering Committee, Steven Dahlke, Chairperson

SUBJECT: Official Report to the Academic Senate

Committee members: Beth Ann Counihan, Phyllis Curtis-Tweed, Scott Litroff (Chair), Michael DeMarco, Davia Willis, with insightful contributions by Hayes Peter Mauro

Introduction

The Special Committee on Pedagogical Response to Artificial Intelligence was formed by the QCC Academic Senate Steering Committee with the expressed mission of determining appropriate recommendations to the Academic Senate on constructive methods of addressing various issues related to Artificial Intelligence and its pedagogical implications at QCC.

The Special Committee's scope of work focused solely on technologies currently defined as Artificial Intelligence. Artificial Intelligence refers to a non-human entity presented as hardware and/or software designed to utilize various algorithms for the purpose of achieving machine learning and/or deep learning, reasoning, self-correction, and creativity. While generative AI such as Chat GPT have become ubiquitously available as of the time of this report, it should be acknowledged that the recommendations made by the Special Committee are intended for consideration on all currently available and future developments of technologies that may be accurately described as Artificial Intelligence.

Specific areas the Special Committee considered are listed below:

- AI as a potential tool in the the classroom
- Student use and misuse of AI
- The lack of clearly-defined departmental and college-wide policies on AI, accounting for all teaching modalities
- The need for professional development opportunities for QCC faculty on issues related to AI
- The effects of AI ubiquity on implementation of the WI HIP

Recommendations

In general, it is the recommendation of the Special Committee that action to address the aforementioned issues within the QCC Academic Senate should be expressed as formally adopted policy where appropriate. Respecting the values of Academic Freedom and the nuanced ways in which these issues may apply to individual Departments within QCC, it is nevertheless important for cohesive action and cooperation among faculty, staff, and administration across QCC in order to substantively, fairly, and effectively address these issues.

To this end, the Special Committee proposes a total of four actionable items, advocating for the development of formal policies and guidelines to address the aforementioned issues. The actionable items address the following areas:

- Departmental adoption of formal syllabi statements on Artificial Intelligence
- Receiving guidance from the Office of Academic Affairs
- Professional development opportunities from the Center for Excellence in Teaching and Learning (CETL)
- Establishing a college-wide Taskforce on AI in relation to the WI HIP at QCC

Included alongside this report are the four proposal documents. These proposals will be submitted formally as actionable items to be considered at the December 12, 2023 meeting of the QCC Academic Senate. The documents will remain available on the November 14 Senate Agenda page but will also be linked in the December 12 Agenda. The Special Committee acknowledges that these proposals are necessary if QCC is to meaningfully address pedagogical issues related to Artificial Intelligence, and believes it is appropriate for these proposals to be made available one month in advance of their formal presentation to the Academic Senate. The Special Committee recommends that Senators discuss the proposals with fellow Senators, Department Chairs, and colleagues prior to the December 12 Senate Meeting.

Beyond the four actionable items, the Special Committee has two additional recommendations for consideration by QCC community:

- Faculty-Administration Collaborative Forum on AI

The QCC community should establish an open forum that meets periodically (i.e. 1 - 2 times per semester) with the purpose of sharing and discussing individual experiences with AI in our work at QCC. Some of the trepidation we feel collectively may be due to our feeling alone in navigating uncharted waters. It will be helpful and cathartic to

establish an open form where we can discuss and share our progress, challenges, and ideas moving forward.

- Considering AI as a potentially useful tool in the classroom

While much of the conversation about AI currently focuses on faculty dealing with student non-engagement with course material and violations of academic policies, it is worthwhile to consider any academically-valuable potential in the use of AI. Examples have been documented in the areas of engineering, literature, and writing workshops wherein professors have used generative AI in both individual and group activities.

Scott Litroff, Chair
QCC Special Committee on Pedagogical Response to AI

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DATE: November 14, 2023

FROM: QCC Special Committee on Pedagogical Response to Artificial Intelligence, Scott Litroff, Chairperson

TO: Academic Senate Steering Committee, Steven Dahlke, Chairperson

SUBJECT: Academic Departments' Adoption of Official Statements on AI

Whereas, artificial intelligence platforms have become widely and publicly accessible, and

Whereas, issues related to the use, misuse, and integration of artificial intelligence in collegiate learning has become a serious issue with respect to academic honesty, and

Whereas, individual Departments at QCC may find artificial intelligence to be a useful learning tool in specific areas according to their curriculum and departmental preferences, and

Whereas, the unique learning environments within individual Departments at QCC across all learning modalities necessitates that students are provided with clear statements describing acceptable and unacceptable uses of artificial intelligence that reflect the needs of those Departments, and

Whereas, any college-wide AI statement adopted in the future by CUNY and/or QCC will inherently be unable to fully describe the ways in which individual Departments choose to interact with artificial intelligence, and

Whereas, statements concerning artificial intelligence, including consequences for cases of misuse, should be made available to all students,

Therefore, be it resolved that it is the policy of Queensborough Community College that each Department within the college must devise and adopt its own Statement on Artificial Intelligence to be included in all course syllabi, and

Be it resolved that each Department's Statement on Artificial Intelligence, formulated in consultation with and guidance from the Office of Academic Affairs, must address acceptable and unacceptable uses of AI, consequences for cases of misuse of AI, and must address these issues for all learning modalities taught within that Department, and

Be it finally resolved that this Queensborough Community College policy will go into effect in the Fall 2024 semester and going forward.

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DATE: November 14, 2023

FROM: QCC Special Committee on Pedagogical Response to Artificial Intelligence, Scott Litroff, Chairperson

TO: Academic Senate Steering Committee, Steven Dahlke, Chairperson

SUBJECT: Guidance from OAA on AI

Whereas, artificial intelligence platforms have become widely and publicly accessible, and

Whereas, issues related to the use, misuse, and integration of artificial intelligence in collegiate learning has become a serious issue with respect to both academic honesty and integration into pedagogy, and

Whereas, the relative novelty of artificial intelligence platforms is such that QCC faculty have not received much guidance on the use of and interaction with AI with respect to faculty efforts across teaching modalities, and

Whereas, while teaching faculty do share the responsibility in QCC's collective adaptations to the ubiquity of AI, the support provided by QCC-wide guidance, recommendations, and policies will be an essential part of our success in that adaptation, and

Whereas, the UFS update to the Academic Statement adopted on May 9, 2023 should represent only a general starting point for QCC to formulate its own college-wide policy on AI, and

Whereas, the mission of QCC's Office of Academic Affairs dovetails well with the need for faculty guidance in navigating pedagogical and policy issues related to AI, as the OAA's efforts in these areas will promote programmatic and curricular excellence, facilitate student excellence, and will support sound strategic planning across the college in the context of understanding and applying best practices nationally and internationally, and

Therefore, be it resolved that it is the policy of Queensborough Community College that the Office of Academic Affairs should provide college-wide guidance and ongoing support in areas specific to faculty navigation of AI-related issues in a manner that is transparent and consistent with the OAA's mission statement, and

Be it resolved that the Office of Academic Affairs should formally add Artificial Intelligence to its list of areas for which it provides faculty support, and to that end establish an ongoing repository of information accessible through the QCC OAA webpage, and

Be it finally resolved that this Queensborough Community College policy will go into effect in the 2024-2025 Academic Year and going forward.

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DATE: November 14, 2023

FROM: QCC Special Committee on Pedagogical Response to Artificial Intelligence, Scott Litroff, Chairperson

TO: Academic Senate Steering Committee, Steven Dahlke, Chairperson

SUBJECT: CETL Engagement in Professional Development Related to AI

Whereas, artificial intelligence platforms have become widely and publicly accessible, and

Whereas, issues related to the use, misuse, and integration of artificial intelligence in collegiate learning has become a serious issue with respect to academic honesty, and

Whereas, individual Departments at QCC may find artificial intelligence to be a useful learning tool in specific areas according to their curriculum and departmental preferences, and

Whereas, the relative novelty of artificial intelligence platforms is such that many QCC faculty may not understand how to use this technology, and

Whereas, faculty who gain a better understanding of AI platforms, including its capabilities, limitations, and procedures of use, will be far better equipped to effectively tackle various issues regarding AI in their work at QCC, and

Whereas, CUNY-wide offerings in professional development related to AI have been few, and the relatively low enrollment limits placed on those events have made it very difficult for QCC faculty to access them, and

Whereas, efforts within QCC to curate such events for QCC faculty would provide a much-needed service at a time when guidance and training in areas related to AI are crucial to the faculty's ability to make the most educated and sound decisions regarding AI, and

Whereas, the mission of QCC's Center for Excellence in Teaching and Learning, "to foster faculty innovation and effectiveness by providing professional development related to effective pedagogical and assessment practices," dovetails well with the need for faculty professional development opportunities related to AI, as doing so will promote both teaching excellence and student success, and

Whereas, it is acknowledged that QCC's CETL carries out the aforementioned mission under the purview of policy and guidance from the Office of Academic Affairs, and

Therefore, be it resolved that it is the policy of Queensborough Community College that the QCC Center for Excellence in Teaching And Learning will offer professional development events in areas directly related to the understanding and use of AI platforms, and

Be it finally resolved that this Queensborough Community College policy will go into effect in the 2024-2025 Academic Year and going forward.

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DATE: November 14, 2023

FROM: QCC Special Committee on Pedagogical Response to Artificial Intelligence, Scott Litroff, Chairperson

TO: Academic Senate Steering Committee, Steven Dahlke, Chairperson

SUBJECT: Establishing a Taskforce on AI in relation to the WI HIP

Whereas, artificial intelligence platforms have become widely and publicly accessible, and

Whereas, issues related to the use, misuse, and integration of artificial intelligence in collegiate learning has become a serious issue with respect to both academic honesty and integration into pedagogy, and

Whereas, the relative novelty of artificial intelligence platforms is such that QCC faculty have not received much guidance on the use of and interaction with AI with respect to faculty efforts across teaching modalities, and

Whereas, it is clear from both QCC faculty experience and ongoing developments within the wider collegiate community that the ubiquity of AI platforms have already had a significant effect on faculty ability to properly assess written assignments, and

Whereas, the Writing Intensive High Impact Practice is the only HIP required for QCC student graduation (currently, students must complete 2 courses with the WI designation), and

Whereas, the aforementioned points indicate that a required component for graduation is being impacted greatly by student use of AI, and

Whereas, the Academic Senate Standing Committee on WID/WAC should not be made the sole responsible party for navigating AI-related issues with respect to the WI HIP,

Therefore, be it resolved that it is the policy of Queensborough Community College to establish a college-wide Taskforce on AI in relation to implementation of the WI HIP, and

Be it resolved that while this Taskforce will include representation from the Standing Committee on WID/WAC, membership within the Taskforce will include a variety of stakeholders from across QCC, including representation from the Office of Academic Affairs, whose combined perspectives will be extremely valuable in providing much-needed guidance on this issue, and

Be it finally resolved that this Queensborough Community College policy will go into effect in the Fall 2024 semester and going forward.