

Santa Monica College AI Ad hoc committee

Meeting Minutes

Date: 10/03/2024

Time: 1400

Location: [Zoom](#) and Skybox (PE building)

Attendees: Lynn Dickinson, Gary Huff, Sara Brewer, Alberto Romero, Kas Metzler, Angie Misaghi

I. Call to Order

II. Public Comments

No public present

III. Announcements

EDUC 50 class (Gary and Lynn)

FAST AI grant (CA learning labs)

IV. Action Items

- a. Review faculty survey results (data collection 1)
- b. Should we distribute again for greater sample size? If so, when?
- c. Gary will ask at Dept. Chairs meeting for departmental email distribution, rather than faculty ALL email.

V. Discussion Items

- a. Deliverables for Academic Senate at the end of the Fall semester?
 - i. Survey results
 - ii. Resources for faculty as Google doc. Kas will create the Google doc and committee members will add categories that they suggest are important to include. Alberto working on a library resource and is willing to share out once completed. [Generative AI resource tracker](#) (ITHAKA S&R)

- iii. Idea to use broad concepts from FAST AI grant in recommendations of path forward for SMC.
- iv. Report to Academic Senate will conclude with the request for an AI task force. Gary shared how that process works. Kas will look into it more.

Proposed that next meeting will be at end of November or early December.

VI. **Adjournment**

@1500

For all documents, visit www.academicsenate.com

Next scheduled meeting: Fall 2024