Worksheet: Adapting AI Faculty Summit

Section	Guiding Question	Your Notes/Context
Strategic Objective	What institutional AI priority is this summit or sprint designed to advance?	
Target Faculty Groups	Which disciplines, schools, or programs will participate?	
Design Focus	What types of AI-enabled educational initiatives should faculty design (courses, assessments, tools, learning experiences)?	
Summit / Sprint Format	What hands-on format will be used (design sprints, workshops, studios, hack-style sessions)?	
Disciplinary Anchoring	How will projects be grounded in specific disciplinary learning objectives and contexts?	
Selection & Participation	How will faculty be selected, invited, or sponsored to participate?	
Test & Learn Phase	How will selected ideas move into piloting and iterative refinement?	
Cross-School Learning	How will learning and insights be shared across disciplines or units?	
Dissemination Strategy	How will outcomes be showcased and shared (internal events, conferences, showcases)?	
Institutional Alignment	How will this connect to broader AI strategy and curriculum transformation?	
Evidence of Impact	How will you track participation, projects launched, and curriculum integration?	
Key Requirements	What leadership support, facilitation, and resources are needed?	
Local Adaptation Notes	Constraints or changes needed for your context	