Worksheet: Adapting AI Fellows Programme for Distributed Faculty Leadership

Section	Guiding Question	Your Notes/Context
Programme Purpose	What institutional AI adoption or ethics challenge is this Fellows programme designed to address?	
Target Faculty Cohort	Which faculty will serve as Fellows (disciplines, career stages, selection approach)?	
Distributed Leadership Model	How will Fellows act as catalysts for change within their own units or colleges?	
Programme Structure	What cohort structure will be used (duration, cadence of meetings, individual vs group work)?	
Learning & Reflection Focus	What themes will guide Fellow learning (AI in teaching, ethics, readiness, leadership)?	
Support & Scaffolding	What facilitation, coaching, and instructional support will Fellows receive?	
Local Practice Development	How will Fellows design, test, and document AI-enabled teaching practices in context?	
Institutional Alignment	How will Fellow work align with institutional AI policies, standards, or frameworks?	
Knowledge Sharing	How will learning be shared across the institution (documentation, exemplars, communities)?	
Evidence of Impact	How will leadership growth, faculty engagement, and institutional capacity be assessed?	
Key Enablers	What leadership backing, coordination hub, incentives, or resources are required?	
Local Adaptation Notes	Constraints, scaling considerations, or contextual modifications	