

Future Focus: AI in Higher Education Leadership Steering Committee

Online meeting

14.00 - 15.00

05th March 2025

Attendees:

First name	Last name	Title	University name
Dima	Jamali	VP University Advancement	Canadian University Dubai
Ghassan	Aouad	Chancellor	Abu Dhabi University
Mohamed	Salem	President	University of Wollongong in Dubai
Imad	Hoballah	Vice President for Institutional Advancement and External Relations, and Professor of Business Development	AURAK
Obaya	Ahmed	Student	Ajman University
Marc	Poulin	Acting President	ADSM
James	Griffin	Vice Provost for Undergraduate Affairs and Instruction	American University of Sharjah
Narimane	Hadj-Hamou	CEO	CLICKS
Ashraf	Mahate	AAB	Studiosity
Katya	Burfitt	Regional Director	Studiosity
Khansha	Siddiqui	PSM	Studiosity
Udayachan drika	Mekala	Office Manager	CLICKS

Absentees:

First name	Last name	Title	University name
Amjad	Qandil	Commissioner	MOHESR
Asma	Salman	Vice President for Research	American University in the Emirates
Sabrina	Joseph	Provost	American University in Dubai
Hassan Mohamed	Selim	VC for Academic Affairs	University of Kalba

Agenda:

- Terms of Reference approval
- Sub-committee proposal
- AI adoption framework proposal
- Conclusion and action plan

Terms of Reference approval:

- Objectives (2.2): The proposal to replace 'standardize the use of' with 'support the implementation of' was accepted.
- Objectives (2.3): The proposal to change 'dynamic platforms' to 'diverse venues' was accepted.
- Objective 2: Proposed implementation of an industry-wide knowledge base/repository for best practices.
- Roles and responsibilities (4): The proposal to nominate Dr. Narimane Hadj-Hamou as Committee Chair and Dr. Ashraf Mahate as Committee Vice Chair was accepted unanimously.

Sub-committee proposal:

- The proposal to include the community in the AI and Student Welfare initiative was accepted. This inclusion aims to capture the broader impact that AI in education can have on the wider community.
- The proposal to establish an additional sub-committee titled "AI and Efficient Operations" was accepted.
- The participants agreed that the sub-committees would require their own chairs, core participants, terms of reference, and schedules. The Steering Committee's primary roles would be to provide feedback and endorsement on the outputs from the sub-committees, and to engage the broader Higher Education Leadership community throughout the UAE in the ongoing dialogue.
- Considering the potential time commitments and scope of work required, all participants concurred that additional consideration must be given to finalizing the objectives, structure, timelines, and outputs of the sub-committees. Additionally, the members acknowledged that a more thorough investigation of each stream is necessary before finalizing the sub-committees.

- Additionally, given the range of expert knowledge required for the sub-committees' work, it was determined that the university leaders would like to nominate and appoint appropriate team members to the sub-committees.

Sub-committee	Expression of Interest
<p>AI in Teaching & Learning Focus on AI-enhanced curriculum, personalized learning, and faculty upskilling. Output: a whitepaper</p>	<p>Abu Dhabi University American University of Ras Al Khaimah Canadian University Dubai American University of Sharjah University of Wollongong in Dubai Dr. Ashraf Mahate Dr. Narimane Hadj-Hamou</p>
<p>AI Policy & Governance Develop ethical frameworks, and compliance strategies. Output: Recommended AI Policy for Universities in the UAE</p>	<p>American University of Sharjah Abu Dhabi School of Management</p>
<p>AI in Research & Innovation Address AI-driven research, funding opportunities, and industry partnerships. Engage with AI industry leaders to ensure practical application and knowledge transfer. Output: An industry partnership</p>	<p>Abu Dhabi School of Management University of Wollongong in Dubai Canadian University Dubai Dr. Ashraf Mahate</p>
<p>AI and Student Welfare Explore AI applications for student mental health, career services, and accessibility tools. Output: Recommended AI Student Support Framework</p>	<p>Canadian University Dubai Abu Dhabi University American University of Ras Al Khaimah Obaya Ahmed</p>
<p>AI and Efficient Operations</p>	<p>Abu Dhabi University Abu Dhabi School of Management Dr. Ashraf Mahate</p>

AI adoption framework proposal:

- The aim of the proposal was clarified to emphasize that AI in Teaching and Learning was selected as the focus of the framework based on the University Leadership Roundtable discussion on January 22, 2025. In that meeting, all participants concurred on the necessity of establishing a systematic approach to the integration of AI across curriculum, teaching, and assessment while ensuring ethical and responsible use, sound governance, and inclusivity.
- The participants agreed that the final structure and methodology of the proposed framework could be applied to other areas identified within the forum, including operations, student services, and academic support.
- The broader term 'AI' will require definition and contextualization once the sub-committees commence work on each of the proposed streams.
- No decision was reached regarding whether the Steering Committee's work should be exclusively focused on AI in Teaching and Learning, or if it should encompass all the agreed-upon sub-committee streams.

Recommendations and Next Steps:

The Steering Committee is respectfully requested to provide feedback on the points below using this form by the 14th March 2025. Additional feedback on the minutes and any other areas discussed during the meeting may be added in the same form.

1. To support the unanimous request for refinement of each sub-committee stream, the Steering Committee is invited to provide feedback and recommendations on the objectives, structure, timelines, and outputs of the sub-committees.
2. To ensure a holistic approach to the work of the Steering Committee, it is proposed that the sub-committee streams are finalised and brought forward for approval to the wider HEI leadership group during the 2nd Roundtable discussion on the 30th April 2025.
3. To address workload concerns, the Steering Committee is invited to vote on whether the sub-committees should be run and chaired at the institutional level, with one or several institutions leading each sub-committee. This would enable the sub-committees to capitalize on the range of expert knowledge and best practices available within each institution.

4. Given the unanimous agreement that the adoption of AI in Teaching and Learning is the primary focus for all universities, the Steering Committee is respectfully requested to confirm whether it should prioritize the development of the AI in Teaching and Learning framework.
5. The Steering Committee is respectfully requested to provide feedback on the proposed Teaching and Learning framework, using the first draft (include link) as the foundation for the AI in Teaching and Learning stream.
6. The Steering Committee members are kindly requested to share their photographs. These will be used to support the promotion of this initiative on Studiosity's and CLICKS' social media platforms.