2025 DRAFT AGM Minutes

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The Australasian Artificial Intelligence in Engineering Education Centre

Date: Wednesday 10 December 2025 (AEST 1.30-2.30pm)

Present (23): Zach Quince, Cathy Donald, Kathy Petkoff, Areesha Balkou, Yuanyuan Hu, Peter Neal, Morgan Harris, Travis Woodward, Sarah Lyden, Marina Belkina, Emma Leitner, Derek Long, Lucy Chen, Steven Goh, Euan Lindsay, Josh Burridge, Scott Daniel, Faham Tahmasebinia, Giordana Orsini Florez, Swapneel Thiele, Doug Hargreaves, Sarah Grundy, Sasha Nikolic
Apologies:
Chair: Sasha Nikolic
Minute taker: Sarah Grundy
Location: AAEE Annual Conference, University of Queensland, St Lucia Campus, Advanced Engineering Building Room 49-316

Meeting opened: 1.50pm

Agenda:

No	Agenda Item	Speaker
1	Welcome and Acknowledgement of Country	Sasha Nikolic
2	Item 1 – Draft Minutes to the 2024 AAEE AGM	Sasha Nikolic
3	Item 2 – Reflection on 2025 Performance Targets	Sasha Nikolic
4	Presidents Report	Sasha Nikolic
5	Reflections/Feedback from members	Peter Neal
6	Cluster Meetings	Sasha Nikolic
7	Other Business	Sasha Nikolic
8	Meeting Close	Sasha Nikolic

Minutes:

1. **Item 1 - Approval of 2024 minutes**

Zach Quince (first), Kathy Petkoff (second)

2. Item 2 – Reflection on 2025 Performance Targets

Approved 11/3/25

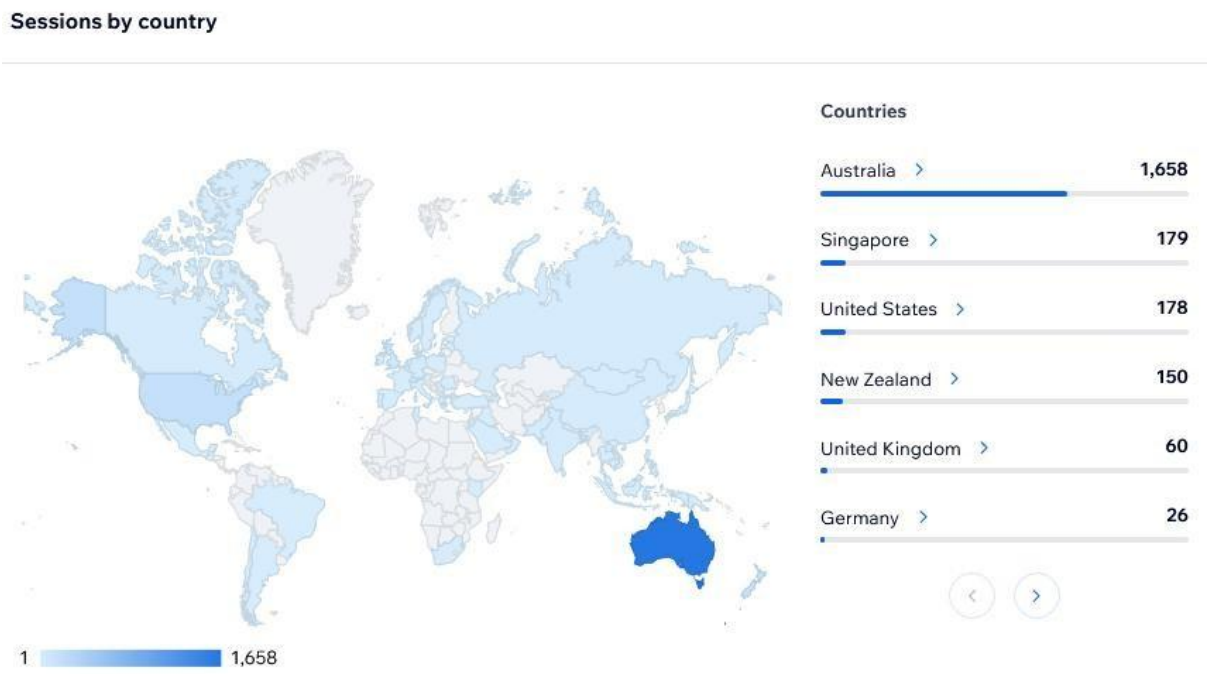
H1 Targets

- Establish a Governance Cluster - Achieved
- Monitor and repurpose underperforming clusters - Achieved
- Refresh website - Achieved

H2 Targets

- Hold 2nd Annual AAIEEC Showcase - Achieved
- Hold AI stream at AAEE25 conference - Achieved
- Hold second SIG AGM at AAEE25 conference - Achieved

Website Impact up until 4/12/25 for the last 365days - 2,458 site sessions from 1,417 unique visitors



Key achievements in 2025 as of the 4/12/25:

- Refreshed our website to increase impact. In the past 365 days we have had 2,458 site sessions from 1,417 unique visitors
- 233 LinkedIn members (up from 156)
- 182 Official members (up from 77)
- Over 50 collaborators from 23 institutions (not including the latest reopening of clusters)
- Initiation of a new governance cluster (an outcome of the 2024 AGM)
- 3 keynotes and 14 presentations/workshops at conferences and universities around Australasia and beyond
- 8 new blog posts

    - Held our 2nd Annual AI Showcase
    - The AAEE Conference AI Stream has continued to grow upon its success in the first year. At AAEE25, we have 44 paper presentations and 10 workshops.
- Publications listing (see *Clusters section*)

3. President's report:

The President explained that in such a short time, the achievements of 2025. He noted and acknowledged that we all face the same problem, and that the SIG has a large membership and that means our impact can only be increased by working together as one. The president also laid out the list of achievements of the SIG in the last year (as above), including multiple publications and several award/grant wins. Finally, the president noted that currently there is an application for ACED grant for clusters (submitted). Also, new cluster potential (led by Josh B) on Benchmarking and students' experiences on GenAI.

4. Reflections / Feedback from members

Discussions led/facilitated by Peter

4.1 The group then had a discussion on suggestions for outreach. Key ideas included:

- Extension across faculties. Zach noted that what we are doing is not only for eng. – can extend across faculties. For e.g: PAIIF "design for eng" ASCILITE in academic development. For e.g. can/may translate to Health faculty and other STEM
- Beyond presenting at conferences, start with central T&L centres/education divisions (outside Engineering) and education designer teams. Not necessary academics. For e.g., managers etc. (Marina)
- Josh noted first steps: benchmark across other faculties on their status quo. For e.g., other STEM, Medicine – assessments, VR; STEM
- Internationalisation (expand); Asia-Pacific region opportunities (Steven)
- Europe – Digital learning SIG (May and Josh linking up) with SEFI group. Euan noted that this SEFI SIG explicitly not GenAI focussed but more towards online shared resources
- Beyond academia, industry as well as other disciplines (Sarah)
- Other conferences: HERDSA (Morgan)
- Doug: EA. Connection with EA groups. For e.g. EA – emerging group for young academics. For e.g., he was involved in "Guidebook on sus. Infrastructure - useful resource links. Other guide examples: Circular economy, Ethics & professionalism. Globally look to Aus for credibility

4.2 The group then had discussion on measures of impact. Key ideas included:

- Euan commented on quantifiable measures that is, H-index etc.. by this group (papers, resources etc..)
- Swapneel suggested design patent on: database of resources. For e.g. UNSW Eng, interview GenAI champions etc…
    - Sasha noted that AAIEEC website is the central depository for research and good practice/s from other people. Updating information is the challenge.
    - Josh noted that AAEE ACED Aligned grant is doing this (led by Josh)
- Gio suggested that the centralised resource should also include details of case studies and examples of. Goal for consistency in the adoption of AI.
    - Sasha refers members to AAIEEC website Blogs page – there for groups/others to showcase their work. For eg. Steps AI and prompt use by Hamish. All to email Sasha to showcase their work. Spread the word.

4.3 Grants from AAIEEC group: There are currently 3:

- ACED proposal funding. Status: submitted. Lead: Sasha. Purpose for each cluster.
- 2025 AAEE ACED Aligned Grants. Status: 2 awarded. Leads are members of AAIEEC. Key summary of projects:

1.Project title: Achieving assessment security without sacrificing assessment validity
Team: Dr Joshua Burridge, The University of Melbourne; Dr May Lim, UNSW; Dr Ghislain Bournival, UNSW; Dr Winn Chow, The University of Melbourne; Dr Shannon Rios, The University of Melbourne; Dr Andrew Valentine, The University of Melbourne
Abstract: Engineering education has made enormous strides in innovative learning, teaching, and assessment in recent years – project-based learning, authentic assessment, work-integrated learning, and more. These practices have improved outcomes, inclusion, and the discipline as a whole. The impact of generative AI on our ability to assure students' demonstration of learning, however, presents a risk that the 'easy solution' of invigilated in-person examinations will destroy decades of hard-won progress.

- Following iterative design process.
- Benchmark/status of current quo and then contact the gaps on GenAI. Specifically, assessments that is "non-traditional" and beyond

2.Project title: The Equitable GenAI Co-Pilot: Enhancing Learning for Future Engineers
Team: Dr Liuxin Chen, James Cook University; Dr Amir Tophel, Monash University; Dr Sarah Grundy, UNSW; Dr Derek Long, Zachery Quince (mentor), Southern Cross University
Abstract: Engineering education faces persistent challenges in developing the professional capabilities of underrepresented students in Engineering, including students from rural and regional areas, women, neurodiverse, non-English-speaking backgrounds, and first-in-family university students. To address this equity gap, this project introduces a co-designed Generative AI (GenAI) Co-Pilot. The Co-Pilot is a GenAI tool codeveloped with underrepresented students, designed for engineering education and embedded with best practices in communication, teamwork, and ethical reasoning, with learning outcomes explicitly mapped to Engineers Australia Stage 1 Competency Standards.

- Development of prof skills esp. underrepresent students. English as second language, women etc…
- Co-design based on barriers
- GenAI tutoring for educators. Links and guidelines

5. Clusters

2025: 8 clusters Clusters and Projects | AAIEEC
2026 new cluster potential led by Josh

- Benchmarking and students' experiences on GenAI. Survey tool to expand across multi-institution
- Cluster name/s: Evaluation OR Benchmarking OR Student Experience (TBC)

2025 publications include:

Assessment Integrity Cluster

Journal - Beyond assessment security: A critical policy analysis of four alternative strategies to uphold academic integrity and adopt the GenAI transformation of teaching and learning for an accredited engineering degree - 2025 STEM Education

Journal* - Assessment integrity and validity in the teaching laboratory: adapting to GenAI by developing an understanding of the verifiable learning objectives behind laboratory assessment selection - 2025 European Journal of Engineering Education

**Currently the 3rd most read EJEE paper in the last 12 months*

Project-work Cluster

Journal - Project-work Artificial Intelligence Integration Framework (PAIIF): Developing a CDIO-based framework for educational integration - 2025 STEM Education

Book Chapter - Supporting Engineering Project-based Learning through the Use of ChatGPT and Generative AI: A Case Study - 2025 Artificial Intelligence Applications in Higher Education

Conference - Applying the Project-work AI Integration Framework (PAIIF): Early insights from multi-institutional implementation - ASCILITE 2025

Ethics Cluster

Journal** - Student identification of the social, economic and environmental implications of using Generative Artificial Intelligence (GenAI): identifying student ethical awareness of ChatGPT from a scaffolded multi-stage assessment - 2025 European Journal of Engineering Education

***Currently the 2nd most read EJEE paper in the last 12 months*

Journal - Exploring GenAI Image Generation in Engineering: A Thematic Analysis of Ethical and Representational Biases - International Journal of Engineering Education

Conference - Responsible Integration of GenAI: Ethical and Pedagogical Perspectives in Engineering Education - AAEE2025 - Day 2 Session 2B, 47A-249, 1120 - 1135

Implementation Cluster

Journal - Implementing Generative AI (GenAI) in Higher Education: A Systematic Review of Case Studies - 2025 Computers and Education: Artificial Intelligence

Book Chapter - Supporting Engineering Project-based Learning through the Use of ChatGPT and Generative AI: A Case Study - 2025 Artificial Intelligence Applications in Higher Education

Conference - Practical Strategies for Integrating GenAI in the Classroom: Impact on Student Learning and Perception - AAEE2025 - Day 1 Session 2B, 47A-249, 1140 - 1155

GenAI Tutor Cluster

GenAI 24x7 Tutor: A simulation of the capability of ChatGPT, Wolfram GPT and Tutor Me GPT to Accurately and Effectively Tutor Engineering and Math Content - STEM Education (Accepted for Publication)

Governance Cluster

Use of Generative AI in the Australian Engineering

Curriculum – the Academics' Perspective - AAEE2025 - Day 1Session 2A, 47A-241, 1100 - 1115

AAEE2025 Conference Workshops

Seeing the forest and the trees: Developing resilience, assurance and educator capabilities for assessment design amid generative AI - Day 2 Workshop 2C, 46-342, 1100 - 1230

Understanding the Ethical Implications of using GenAI in Engineering Education - Day 2 Workshop 4A, 46-242, 1530 - 1705

Before you Prompt: Rethinking Teaching with GenAI through Pedagogical Frameworks - Day 3 Workshop 3A, 46-242, 1330 - 1500

6. Action Items

Action items 2026+ summarised by the President

1. Consider greater outreach beyond AAEE (Proposed by Zach Quince)
2. Connect to EA sub-groups or develop a guidebook (Proposed by Doug Hargreaves)
3. Launch new “Student experience OR name TBC” cluster (Proposed by Josh Burridge)
4. Refresh the universal resources available on the website, in addition to the work being conducted by the recently awarded grants (Josh/May) (Suggested by many)
5. Members to contribute more practical resources/links/blogs/ best practices onto website (All) send to Sasha (Proposed by Sasha Nikolic)
6. H-index onto website based on performance as a group (Proposed by Euan Lyndsay)

Meeting closed: 2.30pm (AEST)