



Australasian Artificial Intelligence in Engineering Education Centre
A Special Interest Group (SIG) of AAEE

2025 AGM Agenda

[Wednesday, December 10, 2025, 12:30-1:30pm @ AAEE25](#)

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

Item 1- 2024 DRAFT AGM Minutes



2024 DRAFT AGM Minutes

The Australasian Artificial Intelligence in Engineering Education Centre

Date: Wednesday 11 December 2024 (AEST 10-11am)

Present: Sasha Nikolic (SN) [chair], Peter Neal (PN) [minute taker], Euan Lindsay (EL), Helen Fairweather (HF), Zach Quince (ZQ), Scott Daniel (SD), Josh Burridge (JB),... about 20 total.

Apologies:

Chair: Sasha Nikolic

Minute taker: Peter Neal

Location: AAEE Annual Conference

Meeting opened: 10.05am

Agenda/Minutes:

N/A

1. President's report:

The President explained the origins of the SIG and its purpose to explore impact of GenAI on engineering education. He noted that the SIG has a large ECA membership and that means through the SIG projects there are many opportunities for leadership. The president also laid out the list of achievements of the SIG in the last year, including multiple publications and several award wins. Finally, the president explained that since the SIG has no budget, there is no treasurer.

2. SIG Resources

The group then had a discussion on how the website could be built out as a resource. Key ideas included:

- Creating tools that will allow staff to evaluate courses and assessments and identify opportunities and weaknesses with respect to GenAI.
- Examples toolkit – a set of good, tested exemplars that academics could try out in their own teaching/classes. Could be built from the work of the clusters.
- Writing blogs that are quick, practical and to the point
- Producing videos for YouTube or LinkedIn that can be easily shared.
- Create example GPTs – external integration can be powerful – using the API for interesting apps. Although as a SIG we'd prefer to be technology neutral, so need to think about how to make the principles transferable.

Euan Lindsey noted that these ideas are all bottom up, and that the EU reached out to SEFI to create guidance on GenAI. We should be ready to be asked by ACED to speak to the issues.

PN noted the other area that's missing from the above is equipping colleagues to implement good practices with GenAI.

3. Clusters

- The Chair noted the existing clusters and noted that there are plenty more areas we can work together.
- EL further noted that five is a good number of clusters. If too a cluster is too small, the work may not happen. Goal is to bring people together so that they can achieve things.
- HF suggested an accreditation cluster (she's happy to run it) that would look at using AI as a tool in the accreditation process and training panels in various areas (e.g. assessment security/validity).
 - PN suggested that it could possibly have a broader governance focus and include the evaluation of policies and emergent practice across universities.
- EL suggested a cluster looking at the automation of feedback
- HF: CRADLE? Relation – in communication with them?
- ZQ suggested a name change of the Ethics SIG to add EDI. JB suggested a humanistic approach; focus on issues and keep to high level
- Programming cluster? If it exists, then needs HE(?) one.
- Expand focus not just paper, grants application

4. Improvements

The chair then lead a discussion of potential improvements in the work of the SIG

- Webinars/Conferences/Conference sessions or workshops.
 - SD: should we make webinar regular; at what point make it peer reviewed; perhaps having mini papers.
 - SN noted the workload implications.
 - EL: Could we aspire towards something like FIE as spin off, but suggest at least another year of work before considering a spin-off event.
 - PN: Symposium as a precursor before AAEE
- HF: are we looking at student experience? What are students doing outside curriculum?
 - SD: There's another project on "student know practice"
- UNSW would like to get more Education Developers involved
- JB Focus the SIG on things that the group can do that we can't do individually. Look at new funding for collective action, especially new sources of money not regular grants, e.g. government, NGO funding.

Meeting closed: 11am (AEST)

Item 2- AAIEE^C 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

Sessions by country

