CBS' Advisory Board to the Dean of Education on the Topic of AI

Terms of Reference

1. Background and Context

The Advisory Board has been established to provide expertise, guidance, and recommendations to CBS on the strategic incorporation of generative artificial intelligence (AI) technologies into its educational programs.

2. Objectives

The objective of the Advisory Board is to provide insights and recommendations to the Dean of Education on considerations for using AI technologies in teaching, learning, and assessment at CBS. This includes, but is not limited to, considerations on ethics, data privacy, academic integrity, use of AI in the classroom, and equipping faculty and students to use AI appropriately in the university context and beyond.

3. Scope of Work

The Advisory Board's scope of work includes, but is not limited to:
- Reviewing and advising on the university's principles/policy for AI in education.
- Evaluating potential AI use cases e.g., in curriculum design, personalized learning, or assessment.
- Assessing the accessibility and inclusivity of AI-powered educational tools and technologies.
- Recommending ethical guidelines and protocols for AI applications within the university.
- Updating on current and near-future capabilities of the technology.
- Providing insights on faculty competence development needs in relation to AI.
- Identifying opportunities to advance AI education and literacy.

4. Composition

The composition of the Advisory Board aims to encompass a wide range of perspectives to address the multifaceted challenges and opportunities related to AI integration in higher education.

Members of the advisory board:
Selma Kadic-Maglajlic, Associate Professor, Department of Marketing
Dolores Romero Morales, Professor, Department of Economics
Jan Damsgaard, Professor, Department of Digitalization
Kim Normann Andersen, Professor, Department of Digitalization
Mikkel Flyverbom, Professor, Department of Management, Society and Communication
Daniel Hardt, Associate Professor, Department of Management, Society and Communication
Christian Hendriksen, Assistant Professor, Department of Operation Management
Tine Wirenfeldt Jensen, PhD, MeTodo
Thore Husfeldt, Professor, IT-University of Copenhagen, Department of Computer Science
Hans Hüttel, Associate Professor, Aalborg University, Department of Computer Science
Saonee Sarker, Dean, Pamplin College of Business, Virginia Tech

5. Meetings and Reporting

The Advisory Board shall convene on a quarterly basis. Recommendations and insights provided by the Board will be documented and communicated to the Dean of Education at CBS. A summary report detailing key discussions and outcomes will be generated after each meeting.

6. Duration and commitment

The initial term of the Advisory Board shall be one year, with the possibility of extension based on mutual agreement between the Advisory Board members and CBS. The expected workload is 15 hours per year divided between meetings and preparation time.

7. Responsibilities of Advisory Board Members

Members of the Advisory Board are expected to:
- Offer informed perspectives and recommendations based on their respective areas of expertise.
- Review relevant materials and prepare for discussions in advance.
- Maintain confidentiality regarding sensitive university information discussed during meetings.
- Act impartially, prioritizing the best interests of CBS and the responsible integration of AI in education.