CALL FOR AI CHALLENGE SUBMISSIONS - CSU SUMMER AI CAMP 2025 - CAMPUS INNOVATION INITIATIVE

This form will take 5 minutes to complete. You are welcome to take additional time to provide more details in the lower section. Your idea will receive full consideration in either case.

The CSU Summer AI Camp is seeking impactful challenge submissions from campus leadership, staff, and administrators across the CSU system.

Camp takes place July 28 – Aug. 1, 2025 in San Luis Obispo, California. Selected challenges will be tackled by mentored student teams during the camp.

The camp is structured as a five-day, Learn by Doing hackathon, where 100 students from throughout the 23-campus California State University system will receive a no-cost immersive experience learning and applying AI technical basics to real world challenges. The camp will end with team pitches of the solutions they have developed against the challenges selected. The demonstrated solutions each has developed will help pave the way for potential implementation across CSU campuses.

Your proposal will be reviewed by DXHub staff from Cal Poly and AWS. If not selected for summer camp, we will still follow up on ways to move your proposal forward.

Name of University

Cal Poly San Luis Obispo

Name of Challenge Sponsor

Stephanie
First

DaRosa
Last

Title of Challenge Sponsor

Manager, Audit and Consulting Services

Challenge Sponsor CSU Email Address (.edu)

sdarosa@calpoly.edu

Project Name

Streamlining Audits

Is Sample (or Synthetic) Data Available for This Project?

○ Yes ⊙ No

Problem or opportunity to be addressed (150 words or less):

The challenge is the manual and time-consuming process the audit department undergoes to follow up on audit observations and ensure implementation of process improvements across campus.

Who are your customers/stakeholders – both intermediary (e.g., faculty at a university) and end users (e.g., students at a university)?

• Audit department staff • Auditees/business units across campus • Departments responsible for implementing recommendations

You are welcome to skip the next section, or to provide additional details.

Describe how you might be able to better serve your customers/stakeholders if a solution were implemented (150 words or less):

• Time-consuming and inefficient follow-up process • Meetings alone are insufficient reminders for the business to receive because they will just keep pushing off the observation to the next status meeting • Manual evidence collection and documentation review takes a lot of time and effort with a very resource constrained team • High administrative burden on a small audit team that could be utilizing skills elsewhere to benefit the campus. Potentially all campus departments engaged in audits or project-based process improvements.

What would the key metrics of success be? (optional)

What does success look like? • Automated reminder and scheduling system • Standardized response and documentation templates • AI-assisted review of auditee responses • Live dashboard to track progress and completion What specific metrics would measure success? • Reduction in hours spent by the audit team and auditees • Faster implementation and closure of audit observations • Increased compliance and consistency in documentation What would be the immediate benefits? • Reduced manual follow-up • Streamlined communication and scheduling • Improved audit tracking and visibility What would be the long-term impact? • Scalable solution applicable across departments • Enhanced accountability and transparency in audit follow-up • Improved operational efficiency campus-wide

What, if any, software applications or services are used today and what, if any, thoughts do you have re: apps or services that could potentially be used to help address your problem/opportunity?

Are there any specific constraints or requirements? • Use of existing platforms (Outlook, Excel, SharePoint) • Some privacy considerations in supporting documentation • Tool must align with existing CSU and campus compliance standards. DATA CONSIDERATIONS What data sources are relevant to this challenge? • Internal audit reports and management responses • Evidence and narrative documentation from auditees Is the necessary data currently available? Yes, audit reports are publicly available, and implementation documentation is accessible internally. What is the format of the available data? • Text-based audit reports (likely in PDF or DOC format) • Spreadsheets and narrative documents from auditees • Supporting evidence in SharePoint folders Are there any privacy considerations? Minimal; supporting documents may occasionally contain private info, but most updates are process-based and public. What data cleaning or preparation would be needed? • Standardization of audit response templates based off of current reports • Formatting auditee responses using AI evaluation • Linking shared folders for the business to provide the response • Developing a dashboard for progress of audit completion 4. TECHNICAL INTEGRATION What existing systems would need to be considered? • Microsoft Outlook (for scheduling) • SharePoint/shared drives (for evidence storage) • Excel (for reporting/tracking) • Possibly Microsoft CoPilot for AI integration (currently not in use) Are there specific platforms or tools currently in use? Yes: Outlook, Excel, SharePoint What are the integration requirements? • Automate reminders and meeting setup through Outlook • Embed links to notification or e-mails for evidence to be provided in SharePoint • Connect data inputs to a live dashboard • AI tool for reviewing narrative responses Are there any technical constraints? • Tool should be compatible with existing Microsoft suite • Data security and access permissions must be managed What security considerations should be addressed? • Ensure proper access controls for internal documentation • Maintain confidentiality for any non-public implementation updates 5. IMPLEMENTATION CONTEXT What resources would be available for implementation? • Audit department staff for testing and deployment • Existing Microsoft software and infrastructure Who would maintain the solution? The audit department What approvals would be needed? • Possibly IT and data governance teams if system-wide deployment is intended • Departmental leadership approval What is the desired timeline for implementation? A functional prototype within the hackathon timeframe (focused on one audit); full implementation scalable thereafter Are there any budget considerations? • Minimal, leveraging existing tools and systems • Potential costs if AI tools beyond CoPilot are required. 6. SELECTION CRITERIA 1. Potential impact High – improves audit closure efficiency and can scale across departments 2. Feasibility within hackathon timeframe Feasible for a prototype (one audit use case) 3. Data availability and accessibility Data is readily available or accessible upon request 4. Technical scope appropriateness Aligns with tools currently used on campus (Outlook, SharePoint, Excel, CoPilot) 5. Potential for cross-campus application Yes – applicable to other project-based or process-driven departments 6. Clarity of success metrics Clear – reduction in audit team hours, faster implementation tracking

What resources are available (or might become available) to implement a solution?

Together, with customers' approval, the DxHub posts short case studies with open-sourced solutions for all challenges at https://dxhub.calpoly.edu/challenges/

⊙ Yes ○ No