

AI Fundamentals: My Dinner with Claude

(and lunch, and breakfast)

Part 1: Course Proposal

In the rapidly evolving landscape of artificial intelligence, Large Language Models (LLMs) have become essential tools in academia. This one-hour professional development course offers a full day's worth of AI applications, tailored for college faculty and staff seeking to enhance their academic practice.

Breakfast: "The Plagiarism Predicament"

We begin by exploring the dual nature of LLMs in academic integrity. Participants will first use an LLM to generate a plagiarized essay, then pivot to detecting such AI-assisted academic dishonesty. This session demonstrates how LLMs can both challenge and uphold academic standards, providing valuable insights for educators.

Lunch: "Rubric Refinement and Objective Optimization"

Midday, we tackle the often tedious task of assessment design. Participants will use LLMs to generate intentionally vague rubrics and learning objectives, then learn to leverage AI to transform these "raw" materials into clear, effective assessment tools. We'll ensure our academic standards are nothing short of perfection – or as Chef Ramsay might say, "They're spot on!"

Dinner: "The Confidentiality Conundrum"

We conclude with a focus on administrative tasks, particularly those involving sensitive information. Participants will use LLMs to draft recommendation letters and meeting minutes, initially overlooking privacy concerns. We'll then explore best practices for maintaining data confidentiality and professional ethics while leveraging AI for administrative efficiency.

Throughout this "day of meals" with Claude (our LLM of choice), participants will gain hands-on experience in prompt engineering, understand LLM capabilities and limitations, and navigate the ethical considerations of AI in academia. By the course's end, attendees will be equipped to integrate LLMs into their academic practice responsibly and effectively.

Join us for "AI Fundamentals: My Dinner (and Breakfast, and Lunch) with Claude" – where we learn to serve up innovation in academia, one AI-assisted task at a time!

Part 2: Key Elements Breakdown

The three-meal structure of this course emerged as a simple framing story to demonstrate how important it is to ask for exactly what you want. By framing each section as a "meal" with Claude, we create a relatable scenario that resonates with diverse academic roles. This approach allows us to cover three critical areas – academic integrity, assessment practices, and administrative tasks.

Content selection was driven by the need to address key challenges faced by both faculty and staff in higher education. Each "meal" intentionally introduces common mistakes, highlighting potential pitfalls and demonstrating the process of learning

from and correcting these errors. This approach not only teaches the 'how' of using LLMs but also emphasizes the 'why' and 'when'.

The course aims to make AI technologies more approachable for anyone, even new users. By the end of this hour-long journey, participants will have gained practical skills in prompt engineering and ethical AI use. This combination of format, content, and hands-on learning is designed to equip academic professionals with the tools to integrate LLMs responsibly and effectively into practice.

In other words, there's a list of things I wanted to cover, but the medicine goes down easier when there's a story wrapped around it.