SAN DIEGO
Community College District

AI for Staff Efficiency and Effectiveness

By Mohammed Al Ani and Monica Demcho

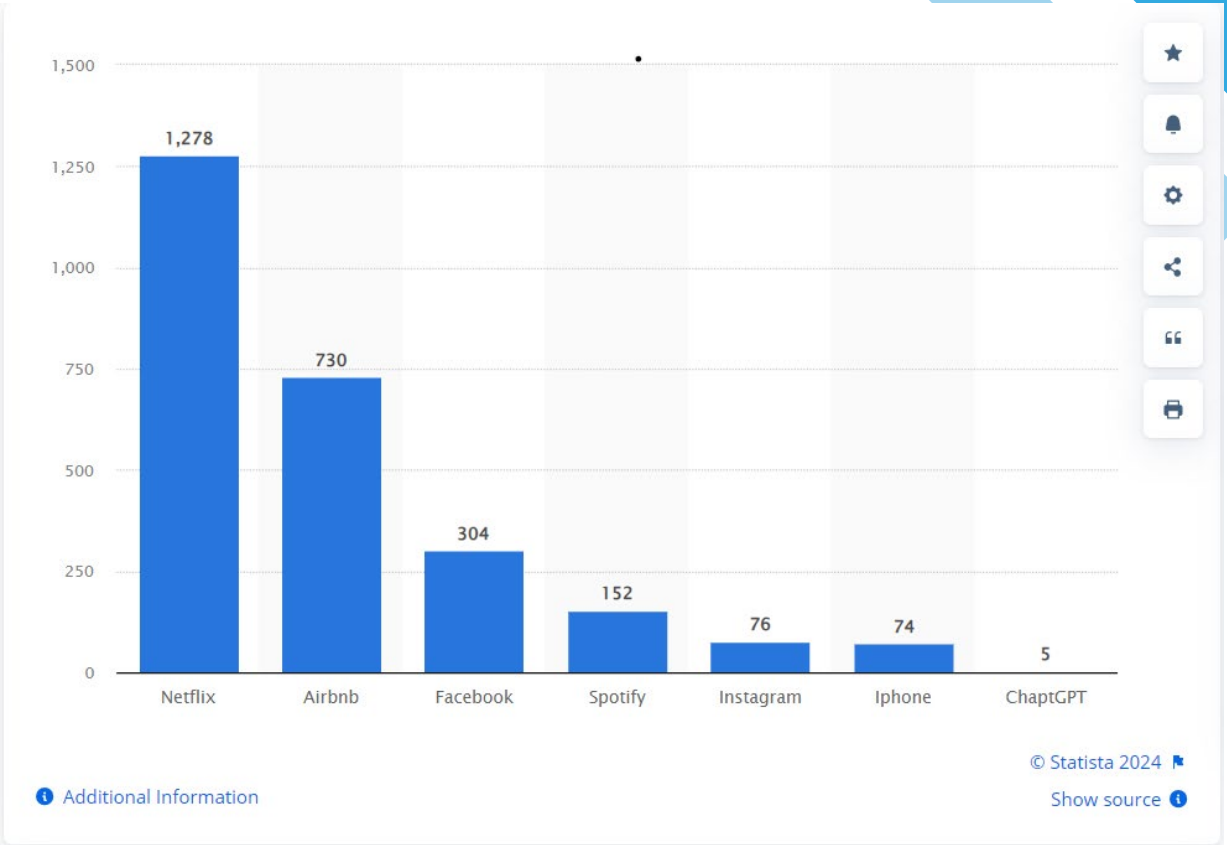
Short Answer

- Student Services
- Developed a Chat Bot
- Future PD
- Project

In the Chat

- Name
- Title
- Guess how many days it took ChatGPT to reach 1 Million users

Adoption rate in days



Agenda

1. Team and Announcements
2. Definitions and Frameworks
3. Scenarios and Tools

The IIE Team

Mohammed Al Ani
Title: Innovation and Emerging Tech Faculty Specialist

Alison Gurganus
Title Innovation and Emerging Tech Faculty Specialist

Rodrigo Gomez
Title: Innovation and Emerging Tech Faculty Specialist

Elaine Chance
Title: Innovation Systems Analyst

Michelle Fischthal
Title: Vice Chancellor, Institutional Innovation and Effectiveness

InnovAItion Day 03/20

- Entire day to discuss the pros and cons of AI

Sharepoint Site

- IIE AI PD Calendar
- https://sdccd0.sharepoint.com/sites/IIE

Podcast on IG

https://www.instagram.com/sdccd_innovation_community/

Podcast on IG

- L
- C
- F

L->C->F Model

- Literacy
- Competency
- Fluency

L->C->F Model

- Literacy -> what is Chatgpt?
- Competency -> Using Chatgpt when needed?
- Fluency-> Creating your own chat bot

Efficiency vs Effectiveness

- What's the difference?
- Two visuals and a table show the difference

Efficiency vs Effectiveness

- Doing things quickly?

Efficiency vs Effectiveness

- Reducing errors in tasks/workflows?

Efficiency vs Effectiveness

- Setting up your department's future vision?

Efficiency vs Effectiveness

- Wondering why something is being done?

How to approach tech for efficiency and effectiveness

- How do I reduce low value and high labor tasks so I can focus on high value tasks?

Efficiency vs. Effectiveness at Work

- ChatGPT (chat bot)
- Perplexity (research)
- Nano Banana (image generation)
- Custom chatbot (City Career bot)
- AI Agents

Scenario 1

Scenario 1: You feel overworked but have to create a memo reminding your team members to lock the office door at the end of the day.

- Do we know how to do this independently?
- Where can we get help?
- Is this an efficiency or effectiveness?

Scenario 2

Scenario 2: “I need the answer, but I don’t know where to look” (Perplexity)

- How is the california community college chancellor sonya approaching AI?
- Perplexity quickly searches trusted sources, summarizes the answer, and provides citations—cutting research time and increasing confidence in accuracy.

Scenario 3

Scenario 3: Meeting → action chaos (ChatGPT)

- After a long meeting, notes are messy and next steps are unclear.
- ChatGPT turns rough notes into a clean summary, highlights action items, and creates a follow-up email—ensuring nothing falls through the cracks.
- https://www.youtube.com/watch?v=fCOycym3yFg

Scenario 3

1

Tool

AI is a tool

Make your life easier

2

Productivity

Saving time and effort

3

Work vs Life

Work vs life implications

4

Cost

Environmental

Cognitive

Ethical

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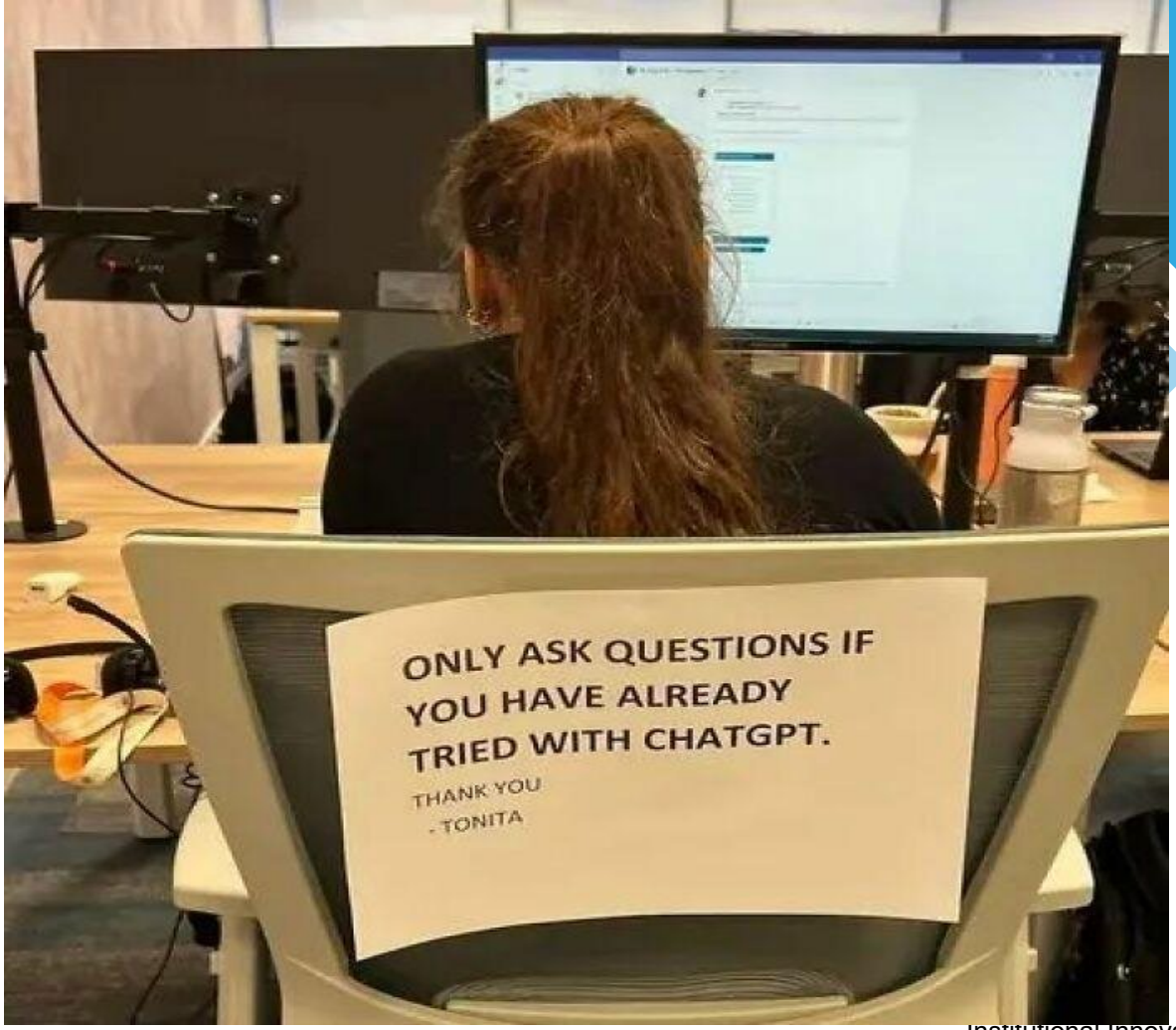

Resources

1. https://ca.indeed.com/career-advice/career-development/effectiveness-in-management
2. https://barstow.libguides.com/generative-ai/timeline
3. https://www.forbes.com/sites/gilpress/2016/12/30/a-very-short-history-of-artificial-intelligence-ai/
4. https://www.linkedin.com/pulse/efficiency-vs-effectiveness-muneeb-memon/