

## What The Tech: An AI Policy and Advocacy Internship

*A collaborative effort between the Boston Area Research Initiative at Northeastern University, the City of Boston's Department of Innovation and Technology, Tech Goes Home, and Boston Public Schools*

### BARI/TGH SUMMER INTERNSHIP SYLLABUS

Welcome to the What The Tech internship! Over the next several weeks, you will work as you develop your data science, community engagement, and collaborative skills as you design and advocate for rules and regulations surrounding artificial intelligence (AI). This internship has been designed by the Boston Area Research Initiative (BARI) and Tech Goes Home (TGH) and is for participants from all backgrounds. **No technical skills are required** (though you may learn some along the way). We're glad you've joined us!

#### **Instructor Information:**

Lead Instructor: Gregory Zapata (BARI): [g.zapata@northeastern.edu](mailto:g.zapata@northeastern.edu)

Office: 215E

Phone: (617) 538-7257

Teaching Assistants: Caleb Deitch (BARI):

Confidence Oguebu (BARI):

#### **Additional Points of Contact:**

Dr. Daniel O'Brien (BARI)

Dr. Kim Lucas

Marvin Venay (TGH)

Marwa Alnaal (TGH)

Victoria Batchelor (TGH)

Stephanie Cohen (TGH)

#### **Internship Objectives:**

- 1) Identify ways that we can regulate and manage the use of AI and the implications (and trade-offs) for communities, including pathways for advocacy and bridging the digital divide!
- 2) Design and implement survey questions regarding AI policy for community members so you can collect, analyze, and communicate data you've collected!
- 3) Engage with community members, including neighbors and peers, using the survey to gather their perspectives on AI to shape advocacy plans!

## What The Tech: An AI Policy and Advocacy Internship

**About BARI:** BARI is a center at Northeastern University that collaborates with local communities to ensure that data and technology are used to make Boston a more equitable city.

**About Tech Goes Home (TGH):** Tech Goes Home is a non-profit technology advocacy group based in Boston that empowers communities to access and use digital tools to overcome barriers and advance lives.

### How We'll Do It

With teamwork! You will work with TGH's Community Advocacy Fellows. The Fellows are adult professionals who, just like you, are examining how emergent technology impacts us all. You will partner with them to pick a public policy or regulation regarding artificial intelligence and digital equity. You will research how that policy could impact Boston if it were applied here and the potential arguments for or against it. Based on your conclusions, you will create a survey to be submitted to the public! After collecting and analyzing the results, your team will prepare a report to be presented in two phases:

1. In front of your fellow interns, fellows, and colleagues from BARI and TGH on Wednesday, August 14, 2024
2. In front of elected officials at a later date. Note: if this date occurs past the end of the internship, you will still be paid \$15/hr for your participation.

Please remember to bring your laptop to *EVERY SESSION!* You will need it! We cannot provide laptops/technology this summer, but Northeastern can provide you with a letter for your school requesting you be allowed to use your school-issued Chromebooks during the summer.

### Where We'll Meet

Please see [Internship Schedules](#) for more detail

We will meet from July 1, 2024 to August 15, 2024 (Mondays through Thursdays) at the following locations

*PLEASE NOTE: THESE TIMES MAY BE ADJUSTED ON SPECIFIC WEEKS ACCORDING TO PLANNED ACTIVITIES. WE WILL PROVIDE PLENTY OF ADVANCED NOTICE IN SUCH SITUATIONS.*

Monday: at BARI, 11:30am-4:30pm

Tuesday: at Tech Goes Home, 11:30am-4:30pm (131 Dartmouth Street, Back Bay)

Wednesday: at BARI, 11:30am-4:30pm

## What The Tech: An AI Policy and Advocacy Internship

Thursday: at the International Village building on Northeastern's Boston Campus (across the street from BARI), 11:30am-4:30pm. You will participate in mandatory, paid workshops and activities offered by Northeastern C2C Summer Youth Jobs Program.

Note: BARI staff will not be supervising you on Thursdays. Those days will be led by C2C summer staff.

### Intern Stipends

You will earn \$15 dollars per hour for each hour of active participation in both the internship portions of the program. "Active participation" means showing up, doing the work both in and out of BARI and TGH, asking questions, and being a good listener.

C2C staff will assist you in signing up for payment during your internship orientation during Week 1.

### Intern Expectations

**Present and active participation:** Like any other job (you will be paid, after all), it is expected that you show up ready to work, participate, and listen in a way that is open, friendly, and respectful. Remember: we are all in this together!

**Ask Questions!:** I am always happy to answer questions if someone is feeling stuck, but I believe that your fellow interns are the best resource. If you have a question, raise your hand and we will all work on an answer together. If you feel more comfortable Googling it, that's also fine.

**Unplanned Absences:** Staying safe is a responsibility that we all must take seriously. Remember that our individual actions will help everyone stay safe. If you don't feel well, it's okay to stay home—just communicate as early as you can!

**Planned Absences:** We get it... it's summer! You might have plans to travel with friends or family, and that's fine. However, it is YOUR responsibility to let us and those you work with that you will be absent! It is also your responsibility to make sure you all have a plan to ensure that the work gets done! We will NOT let others know for you!

### Topics

## What The Tech: An AI Policy and Advocacy Internship

The focus of each week will be as follows. Like technology and AI, this internship is an evolving thing! Some things may be subject to change but I will do my best to let you know ahead of time.

### **PART 1: INTRODUCTION TO THE INTERNSHIP**

Why are we here?

**Week 1: C2C Orientation [Monday, July 1, Tuesday, July 2, Wednesday July 3 - HOLIDAY: Thursday, July 4]**

Goals/activities for this week will include:

- 1) Staff will show you around BARI (7/1)
- 2) Familiarize yourself with the campus and the internship program with C2C staff
- 3) Go over more in-depth version of syllabus

### **PART 2: SURVEYING THE AI & DIGITAL EQUITY LANDSCAPE**

How are people trying to regulate AI? What does that mean for our communities?

**Week 2: Survey Designs and Advocacy [Monday, July 8, Tuesday July 9, Wednesday, July 10, Thursday, July 11] - Note: A staff member will meet you at Tech Goes Home (131 Dartmouth Street, Back Bay) on Tuesday of this week!**

*This week will focus on:*

- Getting settled
- How are some governments (local, state, federal) trying to regulate it? Why does it matter?
- Advocacy: what is it? How is it done? How do surveys fit in?
- Surveys: different types, different uses, and asking the questions that matter!

Monday, July 8: 3rd Floor, Conference Room 360s

- Going over our plan for the summer
- Project overview
- A brief review of AI, it's types, and the ethical implications
- Select AI/digital equity legislation for teams to focus on

Wednesday, July 10: 2nd floor, Conference Room 210b - **Different Time: 2:30 - 8pm**

- Connect with fellows (in-person) @ NEU, **evening, 6-8pm**

## What The Tech: An AI Policy and Advocacy Internship

- Identify and discuss best practices of survey design: What kinds of questions matter? How should the data be used?
  - **Special guest: Dan O'Brien**

### **Week 3: Developing Survey Questions [Monday, July 15, Tuesday July 16, Wednesday, July 17, Thursday, July 18]**

*This week will focus on:*

- Studying the roots of your survey topic (causes, conditions, consequences)
- Refining your survey questions and strategies
- Developing an outreach plan to present to your Community Fellow partners in Week 4

#### Monday, July 15: 2nd floor, Conference Room 210b

- Research/create survey questions
- Survey participants: who should your target audience be? Why?
- Coordinating background research and survey development, including relevant software

#### Wednesday, July 17: 2nd floor, Conference Room 210b

- Starting to think about the data you may get
- Refine survey strategy with team as needed before confirming
- Present AI survey outreach plan to fellows for inspection

### **PART 3: COMMUNITY ENGAGEMENT AND YOUR SURVEYS - TAKING IT TO THE STREETS**

You know what you want to ask and how you want to ask it... so ask away!

### **Week 4: Community Outreach [Monday, July 22, Tuesday July 23, Wednesday, July 24, Thursday, July 25]**

*This week will focus on:*

- Communicating with your team about survey strategy
- The importance of community engagement in the policy process

#### Monday, July 22: 3rd Floor, Conference Room 360s

- Edit/tweak survey as needed before going live at 4:30pm
- Implement survey

#### Wednesday, July 24: 2nd floor, Conference Room 210b

## What The Tech: An AI Policy and Advocacy Internship

- Begin collecting and analyzing data
- Community engagement and why it matters in public policy
  - **Special guest: Dr. Kim Lucas**

### **Week 5: Data Science and Descriptive Statistics [Monday, July 29, Tuesday July 30, Wednesday, July 31, Thursday, August 1]**

*This week will focus on:*

- Analyzing the data as we receive it.
- Descriptive analytics lecture: what is it and why does it matter?
- How should the data be displayed?
- **This week's activities and sessions to be lead by Caleb Deitch and Confidence Oguebu, BARI's teaching assistants**

#### Monday, July 29: 3rd Floor, Conference Room 360s

- Workshop and activities on data presentation strategies
- The fundamentals of descriptive statistics

#### Wednesday, July 31: 2nd floor, Conference Room 210b

- Review data collected
- Develop template for final report

## **PART 4: THE HOME STRETCH**

### **Week 6: Preparing Your Team's Report [Monday, August 5, Tuesday August 6, Wednesday, August 7, Thursday, August 8]**

*This week will focus on:*

- Building your final report
- Double-checking your data
- Finalizing the design

#### Monday, August 5: 3rd Floor, Conference Room 360s

- Work on final project components
- "Peer review" one another's work

#### Wednesday, August 7: 2nd floor, Conference Room 210b

- Work on final project components
- Data report ready to pass off

## What The Tech: An AI Policy and Advocacy Internship

**Week 7: Presentation Time! [Monday, August 12, Tuesday August 13, Wednesday, August 14, Thursday, August 15]**

*This week will focus on:*

- Drafting final project components with BARI and TGH staff
- Final presentations!
- Plan next steps

Monday, August 5: 2nd floor, Conference Room 210b

- Practice presentations for assembled BARI/TGH staffers

Wednesday, August 7: 2nd floor, Conference Room 210b

- Final presentations
- End-of-internship pizza party