Society of American Military Engineers

Artificial Intelligence Working Group Charter

Chair: Pooja Jain

Mission.

Expand awareness and accelerate the responsible adoption of Artificial Intelligence (AI) in support of national security engineering, infrastructure, and the Architecture/Engineering/Construction (A/E/C) community.

Membership.

Membership in the Artificial Intelligence Working Group (AIWG) is open to all Society members. Leadership for the Working Group shall be composed of the Leadership Team, as defined below. Positions may be added or removed from the Leadership Team at the discretion of the Chair.

Society of American Military Engineers (SAME) Strategy Alignment – Lines of Effort (LOE)

LOE 1. Strengthen Industry-Government Engagement (IGE)

Lead efforts to foster communication and build relationships among military, public, private, academic, and professional organizations; further collaboration to identify issues and develop solutions supporting national security.

The Working Group will convene industry, government, and academic professionals to identify high-priority AI use cases in the federal A/E/C sector, share lessons learned from AI deployments, and produce actionable guidance.

The AIWG will exercise an influential role by developing white papers and policy recommendations addressed to DoD and federal agencies, providing input to the SAME Executive Advisory Group (EAG), and publishing thought leadership through The Military Engineer and other SAME channels.

To deepen IGE impact, the Working Group will convene executive roundtables bringing together senior industry and government leaders to address pressing AI challenges in national security engineering, and host targeted working sessions focused on specific aspects where direct collaboration between government requirements holders and industry practitioners can accelerate solutions.

The AIWG will collaborate closely with the AI IGE project team (see Delineation section) to ensure Working Group white papers, roundtable findings, and working session outcomes inform and amplify national IGE project deliverables for as long as that project remains active.

LOE 2. Build and Sustain Resilient Communities

Lead efforts to prepare communities to absorb, recover, and adapt from natural and man-made threats; fortify our nation's resolve directly where people work and live.

AI-enabled tools—ranging from predictive infrastructure analytics and autonomous inspection platforms to decision-support systems—are increasingly critical to community resilience. The Working Group will educate members and stakeholders on AI applications that enhance infrastructure survivability, disaster response, and installation readiness.

LOE 3. Develop Leaders for the A/E/C Profession

Lead efforts to enhance leadership development and cultivate the talent necessary to address the nation's grand challenges; ensure the enduring stewardship of the A/E/C profession.

The Working Group will develop AI literacy programs and provide professional development resources tailored to engineers, project managers, and acquisition professionals, equipping them to

lead AI-enabled organizations, ethically assess AI tools, and make informed procurement and deployment decisions.

LOE 4. Enrich the STEM Pipeline for the Nation

Lead efforts to inspire, encourage, and enable youth to pursue STEM careers; help develop the technical capacity that our nation needs to remain globally competitive.

The Working Group will highlight AI and data science as compelling career pathways for student members, connect students with AI practitioners across government and industry, and support AI-focused competitions, mentoring, and internship pipelines through coordination with the College Outreach and K–12 STEM Outreach COIs.

LOE 5. Prepare Service Members and Veterans for the A/E/C Industry

Lead efforts to fully integrate military and government members into the A/E/C industry; support training, credentialing, and networking initiatives that build, maintain, and translate skills to meet current and future needs.

The Working Group will highlight AI and data-centric skills attained in military service and help translate them for private-sector roles. The AIWG will partner with the Small Business Council and relevant COIs to identify credentialing pathways and position transitioning service members as in-demand AI talent within the A/E/C workforce.

Organization.

The Artificial Intelligence Working Group will be guided by a Leadership Team led by a Chair. The Chair will serve a two-year term starting at the completion of the group's Annual General Meeting conducted during the Joint Engineer Training Conference (JETC). The AIWG is established as a Working Group nested under the Resilience Community of Interest (Resilience COI), consistent with the SAME COI Operations Manual definition that working groups are extensions of a COI accountable to its steering committee. This alignment recognizes the foundational role AI plays in infrastructure resilience, threat awareness, and adaptive response across the federal A/E/C enterprise.

Appointment of Chair and Vice Chairs.

The Working Group Chair serves a two-year term with the option of a third-year contingent on the approval of the Society's Vice President for Communities and Councils (C&C). The Chair may only serve one term.

At least six months before JETC in the final year of the Chair's term, a Chair-elect will be appointed by the Society's VP for C&C based upon the recommendation of the current Chair. The Chair-elect shall have served on the Leadership Team for at least one year. If a Chair-elect cannot be selected from the Leadership Team, the Chair shall work with the VP for C&C to select a Chair-elect from the SAME membership.

Vice Chair positions are appointed for one-year terms by the incoming Chair and based upon the desire to serve, the needs of the Working Group, and the individual's commitment to leader development. Vice Chairs may be invited to continue for a subsequent year. There is no term limit for Vice Chairs.

Leadership Team Responsibilities.

The recommended Leadership Team is composed of the following positions:

1. **Chair.** Provides overall direction of the Working Group by establishing lines of effort and supporting actions and tasks to align with the Society's goals, objectives, and focus areas. Represents the Working Group at the national level as required and serves as the primary liaison to the parent COI steering committee.

   The Chair and additional AIWG leadership team member will serve as the AIWG's designated representative on the JETC and SBC conference program committees to coordinate AIWG review of AI-related abstract and presentation submissions.

2. **Immediate Past Chair.** Serves as an advisor to the Chair for continuity of information and operations during the leadership transition. As agreed by the Chair and Immediate Past Chair, this individual may lead special efforts for the Working Group.
3. **Vice Chair, AI Demonstrations and Innovation (AIX).** Responsible for planning, coordinating, and executing the premier annual Working Group AI demonstration during JETC. The demonstration will bring together industry and government practitioners to showcase real-world AI applications relevant to the federal A/E/C community. (2-year position recommended)
4. **Assistant Vice Chair, AI Demonstrations and Innovation (AIX).** Supports the Vice Chair, AIX, with planning and execution. The intent is for this individual to move into the Vice Chair, AIX position upon completion of their term. (1-year position recommended)
5. **Immediate Past Vice Chair, AIX.** Serve as an advisor to the Vice Chair, AIX, for continuity of information related to planning and executing the AI demonstration.
6. **Vice Chair, Liaisons and Communications.** Responsible for identifying and supporting Working Group liaisons to SAME Communities of Interest including, but not limited to: Facility Asset Management, Warfighter Engineering, Resilience, Construction, Architectural Practice, Energy & Sustainability, Small Business Council, and the Geospatial Working Group. Coordinates with the leadership team to develop timely, relevant, and compelling media on Working Group activities through The Military Engineer, Bricks and Clicks blog, Real TiME, and SAME website and social media pages.
7. **Vice Chair, White Papers and other work products.** Leads the development, coordination, and publication of AIWG white papers, SAME Perspectives contributions, and policy recommendations addressed to DoD and federal agencies. Manages the white paper lifecycle from topic selection through member review, final publication, and submission for EAG consideration. Coordinates with the Vice Chair, Liaisons and Communications, for distribution.
8. **Secretary.** Schedules bi-monthly Working Group leadership meetings and sends reminders. Prepares meeting highlights and allows for review before finalizing. Provides finalized highlights to the Vice Chair, Liaisons and Communications for posting on the Working Group's web page.
9. **Senior Uniformed Advisor.** Provides strategic insight and recommendations facilitating effective and efficient execution of the Working Group's mission, with particular emphasis on DoD AI policy and operational AI requirements.
10. **Junior Uniformed Advisor.** Provides technical insight and recommendations on AI applications in military engineering and joint operations.
11. **Ethics and Responsible AI Advisor.** Provides guidance on responsible AI principles, bias mitigation, governance frameworks, and DoD/federal AI ethical requirements. Ensures Working Group outputs align with emerging federal AI policy and responsible use standards.

Operating Guidelines.

1. The Working Group shall prepare an annual work plan to be submitted in accordance with the Society's bylaws. The plan shall include lines of effort and specific actions and tasks linked to and supporting the Society's Strategic Plan.
2. The Working Group will conduct business via Microsoft Teams (or like capability) and hold at least one in-person leadership meeting during JETC and/or the Small Business Conference (SBC). Any additional in-person meetings, if deemed necessary and feasible, shall be determined by the Working Group's leadership team.
3. Webinars with content relevant to the AI and A/E/C community will be conducted in the months of April, August, and December. The Leadership Team will canvass members and select topics and presenters for submission to SAME National Headquarters in accordance with the COI Operations Manual.
4. The Working Group will endeavor to publish **one white paper per year** on a topic of strategic relevance to AI in the federal A/E/C or national security engineering community. White papers

will be reviewed by the Leadership Team, submitted to the parent COI steering committee, and made available for EAG consideration and IGE project use as applicable.

5. The Chair will seek at least one opportunity per governance cycle to present Working Group findings or white paper recommendations to the **SAME Executive Advisory Group (EAG)** or relevant senior government stakeholders, consistent with the Working Group's influential role.
6. The Working Group will maintain active liaison relationships with at minimum the following COIs: Resilience (parent), Facility Asset Management, Warfighter Engineering, Construction, Geospatial Working Group, and Small Business Council.
7. The Chair will hold a designated seat on the JETC and SBC conference program committees. This representative will review all AI-related abstract and presentation submissions for both conferences, recommend selections, and coordinate with conference program chairs to ensure substantive AI programming at each event. Review activities will follow the Call for Presentations timelines outlined in the Planning Calendar.

Meeting Frequency.

The Chair will schedule bi-monthly (every two months) conference calls with the Leadership Team to address the community's business. More frequent calls will be scheduled based on a need identified by the Leadership Team.

The Chair will schedule quarterly Working Group-wide meetings providing updates on Working Group activities and objectives. Face-to-face meetings will be scheduled for JETC and SBC.

Charter Approval and Amendments.

The Charter may be initially approved or amended by the Working Group's leadership team with a simple majority vote. Approved updates and/or amendments will be submitted to the Vice President for Committees and Councils assigned to this Working Group.

COI Operations Manual.

Additional requirements for the Working Group are outlined in the COI Operations Manual available at: https://www.same.org/wp-content/uploads/2023/07/COIOperationsManual_July2023.pdf