

<b>Policy Title:</b>	<b>Academic Use of Artificial Intelligence (A.I.) Policy</b>
<b>Policy Number:</b>	<b>2004</b>
<b>Sponsor:</b>	<b>Vice President, Academic</b>
<b>Contact:</b>	<b>Director, Centre for Teaching Excellence</b>
<b>Approved by:</b>	<b>Academic Council</b>
<b>Date:</b>	<b>April 30, 2024</b>
<b>Next Review Date:</b>	<b>April 30, 2027</b>

## 1. Policy Statement

University of Niagara Falls Canada (UNF) strives to be the forefront in the changing landscape of technology and education. Providing access to A.I. resources and tools that the UNF community requires for their teaching, learning and research needs. This policy reflects our dedication to ethical and responsible usage of A.I., guided by our principles of transparency, fairness, accountability, and privacy.

## 2. Purpose and Scope

The purpose of this A.I. Policy is to guide in the transformative potential of A.I. technologies and the importance of ensuring that they are developed and deployed in a manner that respects individual rights, promotes societal well-being, and fosters trust. This policy applies to all A.I. content, including but not limited to Text-Generation, Image-Generation, Audio-Generation, and Video-Generation.

## 3. Mission and Goals

The mission of UNF is to foster innovation, facilitate information literacy, and to enhance the overall educational experience. The goals of the digital collection are to provide accessible and diverse digital resources that support the research, teaching, and learning needs of our academic community.

## 4. Selection Criteria

A.I. tools will be selected based on their relevance to the curriculum, scholarly significance, and alignment with the mission and goals of the library and the institution. The following criteria will be considered during the selection process:

- a. Academic and Research Significance
- b. Currency and Timeliness
- c. Authoritativeness and Credibility
- d. Accessibility and Usability
- e. Cost-effectiveness
- f. Licensing and Copyright Compliance
- g. Data privacy and storage.

## 5. UNF A.I. Responsibilities

The University acknowledges its responsibility for the ongoing development,

management, and ethical use of A.I. tools within the realm of education. This includes but is not limited to:

1. Developing A.I. tools that align with the educational objectives and values of the University.
2. Ensuring the responsible collection, storage, and usage of data utilized by A.I. systems in compliance with relevant privacy regulations and ethical guidelines.
3. Regularly assessing the performance and impact of A.I. tools on teaching, learning, and academic outcomes, and making necessary adjustments to improve effectiveness and mitigate potential biases.
4. Providing training and support to faculty and staff on the appropriate use and interpretation of A.I. technologies.
5. Collaborating with relevant stakeholders to ensure that A.I. development aligns with best practices and ethical standards.

These responsibilities apply solely to the University as an organization and do not extend to the students or faculty using their own versions of A.I. tools.

## **6. Access and Usage**

The University may provide access to A.I. tools including but not limited to:

- Text-Generation
- Image-Generation
- Audio-Generation
- Video-Generation

Faculty and Students may use their own versions of A.I. but will have to stay within compliance of relevant privacy regulations, plagiarism regulations, and ethical guidelines.

## **7. Collection Assessment**

Regular assessments of A.I. tools will be conducted to evaluate its effectiveness in meeting the needs of the academic community. Feedback from faculty and students will be actively sought, and adjustments to the collection will be made based on usage patterns, evolving curriculum, and emerging trends in academics.

## **8. Budget Allocation**

Funding will be allocated based on the strategic priorities outlined in this policy. The University will strive to maximize the value of available resources while maintaining fiscal responsibility and transparency.

## **9. Revision of Policy**

This Artificial Intelligence (A.I.) Policy will be reviewed annually to ensure its alignment with the evolving needs of the academic community and advancements in digital academics. Any necessary revisions will be made in consultation with relevant stakeholders and in accordance with established governance processes.

**10. Responsibility**

Academic Council, the President, the Vice President Academic (VPA) and the Associate Deans have responsibility for ensuring that the principles of academic freedom, and the processes for addressing concerns about academic freedom, are upheld.

The Associate Dean is responsible for addressing complaints about academic freedom at the first level. The VPA is responsible for deciding to accept or deny appeals on decisions made by the Associate Dean.

Academic Council is responsible for approving the policy on academic freedom and for constituting the Academic Freedom Appeal committee to address appeals brought forward by university members regarding infringement on academic freedom.

The Academic Freedom Appeal Committee is responsible for decisions to deny or uphold appeals brought forward to the Academic Council.

Faculty members have a responsibility for ensuring the principles of academic freedom are upheld for their students and that they adhere to accepted principles, ethics, and standards for teaching and research in their profession and disciplines.

The Academic Council, senior administrators, and faculty ensure that human rights are respected and that the right to academic freedom is reasonable and balanced with the responsibilities outlined in the policy.

A faculty member or student writes to the Associate Dean or academic program head outlining a concern about infringement upon academic freedom including a recommended remedy. The Associate Dean or academic program head will respond in writing, normally within 14 working days, either rejecting the claim and outlining the reasons for the rejection or accepting the claim and outlining a reasonable remedy.

A faculty member or student who is unsatisfied with the decision of the Associate Dean or academic program head, may appeal to the VPA within 30 days, outlining the reasons for appeal. The VPA will respond in writing, normally within 14 working days, outlining the reasons for rejecting or supporting the appeal.

A faculty member or student who is not satisfied with the decision of the VPA writes a letter of appeal to the Chair of Academic Council explaining why the decision of the VPA is not acceptable. Within 7 working days of receiving the appeal, the Chair of the Academic Council will appoint an Academic Freedom Appeal Committee. The Committee will meet and reach a decision, normally within 14 working days. Once the decision has been made, the Chair of the Academic Freedom Appeal Committee will provide written notification to the appellant and the Chair of Academic Council of the decision to uphold or deny the appeal. The decision of the Academic Freedom Appeals Committee is final.

All records of the Academic Appeal Committee will be kept by the Appeals Committee

Chair and submitted to the Chair of the Academic Council along with the written notification of the decision of the Committee.

**11. Related Policies**

1011 - Research Ethics Policy.

**12. Approvals**

This Artificial Intelligence (A.I.) Policy is approved by the University of Niagara Falls Academic Council. It will be made available to the public on the University’s website for reference.

**13. Definition**

These definitions apply to terms as they are used in this policy.

Word/Term	Definition
Academic Freedom	<p>“Academic freedom is the freedom to teach and conduct research in an academic environment. Academic freedom is fundamental to the mandate of universities to pursue truth, educate students and disseminate knowledge and understanding. In teaching, academic freedom is fundamental to the protection of the rights of the teacher to teach and of the student to learn. In research and scholarship, it is critical to advancing knowledge. Academic freedom includes the right to freely communicate knowledge and the results of research and scholarship. Unlike the broader concept of freedom of speech, academic freedom must be based on institutional integrity, rigorous standards for enquiry and institutional autonomy, which allows universities to set their research and educational priorities.”</p> <p>(<a href="https://www.univcan.ca/media-room/media-releases/statement-on-academic-freedom/">https://www.univcan.ca/media-room/media-releases/statement-on-academic-freedom/</a>)</p>
Institutional Autonom	<p>Institutional autonomy includes the institution’s responsibility to select and appoint faculty and staff, to admit and discipline students, to establish and control curriculum, to make organizational arrangements for the conduct of academic work, to certify completion of a program and to grant degrees where authorized to do so.</p> <p>(<a href="https://www.univcan.ca/media-room/media-releases/statement-on-academic-freedom/">https://www.univcan.ca/media-room/media-releases/statement-on-academic-freedom/</a>)</p>
Artificial Intelligence (A.I.)	<p>AI, or artificial intelligence, encompasses a variety of technologies and systems that demonstrate characteristics of human intelligence, such as learning, problem-solving, perception, and decision-making. This includes, but not limited to, systems such as large language models (LLMs) and other natural language processing (NLP) systems, which analyze, understand, and generate human language. Policy framework concerning AI address issues related to its ethical use, transparency,</p>

	<p>accountability, safety, and potential societal impacts, aiming to ensure its responsible development and deployment for the benefit of society.</p>
<p>Large Language Models (LLMs)</p>	<p>Large Language Models (LLMs) are a subset of artificial intelligence systems that are specifically designed to process and generate human like text at scale. These models are trained on vast amounts of textual data and utilize advanced techniques, such as deep learning, to understand and generate natural language. LLMs have the capability to comprehend context, generate coherent responses, and perform tasks such as text completion, translation, summarization, and question answering. They play a significant role in various applications, including virtual assistants, chatbots, content generation, and language translation services.</p>
<p>Natural Language Processing (NLP) Systems</p>	<p>Natural Language Processing (NLP) systems are a branch of artificial intelligence focused on enabling computers to understand, interpret, and generate human language in a meaningful way. These systems employ algorithms and techniques to analyze and extract insights from textual data, speech, and other forms of natural language input. NLP systems encompass a wide range of tasks, including sentiment analysis, named entity recognition, part-of-speech tagging, language translation, text summarization, and dialogue generation. They are utilized in diverse applications such as search engines, customer service chatbots, virtual assistants, and language translation services to facilitate human-computer interaction and automate language-related tasks.</p>