



Generative AI Acceptable Use Scale and Sample Syllabus Statements

Adapted and created by Molly Lucareli for St. Norbert College.
from the work of Dr. Leon Furze, Dr. Mike Perkins, Dr. Jasper Roe FHEA, & Dr. Jason Mcvaugh
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Intention and Adaption Statements

Intention Statement

This document, Generative AI Acceptable Use Scale, is intended to serve as a practical resource for faculty as they navigate decisions about artificial intelligence in their courses. Its purpose is to help instructors clearly communicate their level of AI use, whether for the course as a whole or for individual assignments, so that students have a transparent understanding of the expectations they are expected to meet.

The guide presents three distinct perspectives on AI use, each reflecting a different philosophy or set of boundaries an instructor might choose to adopt. A fourth perspective is also included, offering a synthesis of all three. Across all options, a central value of this guide is the importance of sharing the "why" with students. Not simply stating a policy, but offering the reasoning behind it. When students understand the intent behind an instructor's choice, they are better positioned to engage with the material thoughtfully and honestly.

A note on process: portions of this guide were crafted and adapted with the assistance of generative AI tools. This disclosure is offered in the spirit of the same transparency we hope this document encourages between faculty and students.



Generative AI Acceptable Use Scale at SNC

Generative AI refers to any of the thousands of Artificial Intelligence tools in which the model generates new content (text, images, audio, video, code, etc). This includes, but is not limited to, Large Language Models/ LLMs such as ChatGPT, Google Gemini, etc, Image creators such as Dall-E3, Adobe Firefly, and any tools with built in generative AI capabilities such as Microsoft CoPilot, Google Duet, Canva, etc etc)

	Level of AI Use	Full Description	Disclosure Requirements
0	No AI Use	This assessment is completed entirely without AI assistance. AI Must not be used at any point during the assessment. This level ensured that student rely solely on their own knowledge, understanding, skills, and creativity.	No AI disclosure required, but may require an academic honesty pledge that AI was not used provided by the instructor.
1	AI-Assited Editing	AI can be used to make improvements to the clarity or quality of student created work to improve the final output. No new content can be created using AI.	AI disclosure statement must be included disclosing how AI was used. Link(s) to AI chat(s) must be submitted with final submission.
2	AI-Assisted Idea Generating and Structuring	AI can be used in the assessment for brainstorming, creating structures, and generating ideas for improving work. No AI content is allowed in the final submission.	AI disclosure statement must be included disclosing how AI was used. Link(s) to AI chat(s) must be submitted with final submission.
3	AI for Specified Task Completion	AI is used to complete certain elements of the task, as specified by the instructor. This level requires critical engagement with AI generated content and evaluating its output. You are responsible for providing <u>human oversight</u> and evaluation of all AI generated content.	All AI created content must be cited using proper citation outlined by the instructor. Link(s) to AI chat(s) must be submitted with final submission.
4	Full AI Use with Human Oversight	You may use AI throughout your assessment to support your own work in any way you deem necessary. AI should be a 'co-pilot' to enhance human creativity. You are responsible for providing <u>human oversight</u> and evaluation of all AI generated content.	All AI created content must be cited using proper citation outlined by the instructor. Link(s) to AI chat(s) must be submitted with final submission.

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Adaptation Statement

The original Acceptable Use Scale was adapted from Dr. Leon Furze, Dr. Mike Perkins, Dr. Jasper Roe, and Dr. Jason Mcvaugh under the Creative Commons License. A distinct choice that was made was reordering level 1 (AI-Assisted Editing) and level 2 (AI-Assisted Idea Generating and Structuring. This distinction was made because of the adaptor's opinion that AI-assisted editing, such as checking grammar or clarity, reflects a minimal level of AI involvement, while using AI to brainstorm, outline, or structure content represents a more substantive engagement with the technology. Thus, the change was made.

Generative AI Acceptable Use Scale Guide

AI Acceptable Use Scale

The scale is set up on a 5 tiered scale ranging from No AI Use to Full AI integration. These tiers can be applied for an entire course or for individual assignments. Each tier comes with a full description and suggestions for disclosure requirements. Each tier comes with a page devoted to sample syllabus statements that align with multiple examples of use and rationale.



Generative AI Acceptable Use Scale at SNC

Generative AI refers to any of the thousands of Artificial Intelligence tools in which the model generates new content (text, images, audio, video, code, etc). This includes, but is not limited to, Large Language Models/ LLMs such as ChatGPT, Google Gemini, etc, Image creators such as Dall-E3, Adobe Firefly, and any tools with built in generative AI capabilities such as Microsoft CoPilot, Google Duet, Canva, etc etc)

	Level of AI Use	Full Description	Disclosure Requirements
0	No AI Use	This assessment is completed entirely without AI assistance. AI Must not be used at any point during the assessment. This level ensured that student rely solely on their own knowledge, understanding, skills, and creativity.	No AI disclosure required, but may require an academic honesty pledge that AI was not used provided by the instructor.
1	AI-Assited Editing	AI can be used to make improvements to the clarity or quality of student created work to improve the final output. No new content can be created using AI.	AI disclosure statement must be included disclosing how AI was used. Link(s) to AI chat(s) must be submitted with final submission.
2	AI-Assisted Idea Generating and Structuring	AI can be used in the assessment for brainstorming, creating structures, and generating ideas for improving work. No AI content is allowed in the final submission.	AI disclosure statement must be included disclosing how AI was used. Link(s) to AI chat(s) must be submitted with final submission.
3	AI for Specified Task Completion	AI is used to complete certain elements of the task, as specified by the instructor. This level requires critical engagement with AI generated content and evaluating its output. You are responsible for providing <u>human oversight</u> and evaluation of all AI generated content.	All AI created content must be cited using proper citation outlined by the instructor. Link(s) to AI chat(s) must be submitted with final submission.
4	Full AI Use with Human Oversight	You may use AI throughout your assessment to support your own work in any way you deem necessary. AI should be a 'co-pilot' to enhance human creativity. You are responsible for providing <u>human oversight</u> and evaluation of all AI generated content.	All AI created content must be cited using proper citation outlined by the instructor. Link(s) to AI chat(s) must be submitted with final submission.

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Sample Syllabus Statements by tier

The Acceptable Use Scale mirrors the individual pages based on the tier. On every Syllabus Statement page, the tier will be broken down into four sample syllabus statements. Each statement follows the same pattern of level, rationale on why the tier was selected, and the disclosure requirements for transparency purposes. The highlighted syllabus statement is a combination of the other three statements and written in a more generalized manner. Faculty are encourage to include these at the course level or at the assignment level so ensure that students have clear parameters for AI usage. *Faculty is encouraged to edit any text to best fit their course requirements.*



Sample Syllabus Statements for a course that allows Generative AI for Specified Task Completion

	Level of AI Use	Full Description	Disclosure Requirements
3	AI for Specified Task Completion	AI is used to complete certain elements of the task, as specified by the instructor. This level requires critical engagement with AI generated content and evaluating its output. You are responsible for providing <u>human oversight</u> and evaluation of all AI generated content.	All AI created content must be cited using proper citation outlined by the instructor. Link(s) to AI chat(s) must be submitted with final submission.

Task-Specific Emphasis

AI Use in This Course: Specified Task Completion: This course permits AI use for completing certain elements of assignments, as specified by the instructor, and each assignment will clearly identify which tasks may be completed using AI and which must be completed independently. You must critically engage with all AI-generated content, evaluate its quality and accuracy, and provide human oversight. Your role as AI manager includes following assignment-specific guidelines about which tasks permit AI use, critically evaluating AI outputs (do not assume AI is correct), verifying accuracy of AI-generated information against reliable sources, refining and improving AI-generated content to meet assignment standards, integrating AI outputs thoughtfully into your overall work, and maintaining responsibility for the final quality of all submissions.
Here's why: This policy teaches you to be an effective manager and evaluator of AI tools. In your future career, you'll need to critically evaluate AI outputs rather than accepting them uncritically. This course develops your ability to leverage AI strategically while maintaining the critical thinking, evaluation, and oversight skills that distinguish effective professionals from those who simply accept AI outputs without question.
To ensure transparency, Include an AI disclosure statement with every assignment describing how you used AI, and submit link(s) to your AI chat(s).

Critical Engagement Focus

AI Use in This Course: Specified Task Completion with Critical Oversight: AI may be used to complete certain elements of tasks as specified by the instructor on each assignment. This level requires critical engagement with AI-generated content and evaluating its output, and you are responsible for providing human oversight and evaluation of all AI-generated content. Critical engagement means questioning AI outputs rather than accepting them as automatically correct, verifying factual claims against authoritative sources, evaluating whether AI-generated content actually addresses the task requirements, assessing the quality, relevance, and appropriateness of AI outputs, identifying limitations, biases, or errors in AI-generated content, and refining and improving AI outputs using your own expertise and judgment.
Here's why: This policy teaches you to be a critical consumer and manager of AI-generated content rather than a passive recipient. You're developing the evaluative and analytical skills that are increasingly valuable as AI becomes more prevalent. Professionals who can effectively evaluate and refine AI outputs are far more valuable than those who simply accept whatever AI produces.
To ensure transparency, Include an AI disclosure statement with every assignment describing how you used AI, and submit link(s) to your AI chat(s).

Professional Preparation Angle

AI Use in This Course: Strategic Task Delegation to AI: Throughout this semester, you may use AI to complete certain elements of tasks as specified by the instructor. You must critically engage with AI-generated content, evaluate its output, and provide human oversight. Critically evaluate all AI outputs for accuracy and quality, verify AI-generated information against authoritative sources, and refine outputs using your own expertise. You are ultimately responsible for the accuracy and quality of all work you submit, including AI-generated portions. "AI made a mistake" is not an acceptable excuse for errors.
Here's why: This policy mirrors real-world professional practice where you'll need to delegate specific tasks to AI tools while maintaining oversight and accountability. You're learning three interconnected skills: (1) strategic decision-making about when AI can be helpful, (2) critical evaluation of AI outputs, and (3) integration of AI-generated content into larger projects. These are the competencies that distinguish effective professionals who use AI as a force multiplier from those who either avoid AI entirely or use it uncritically
To ensure transparency, Include an AI disclosure statement with every assignment describing how you used AI, and submit link(s) to your AI chat(s).

Succinct Rationale - Combination of all three options

Generative AI Policy: AI for Specific Tasks

You may use AI to complete certain elements of assignments as specified by the instructor, but you must critically evaluate all AI-generated content and provide human oversight. Each assignment will clearly indicate which tasks permit AI use. Your responsibilities include verifying AI outputs for accuracy, refining AI-generated content to meet assignment standards, and ensuring the final quality of all work you submit. Think of yourself as an AI manager who delegates specific tasks but maintains ultimate responsibility for quality and accuracy. This approach teaches you to use AI strategically while developing the critical evaluation skills essential for academic and professional success. All AI-created content must be cited using proper citation format outlined by the instructor, and link(s) to AI chat(s) must be submitted with final submissions.

Generative AI Acceptable Use Scale at SNC

Generative AI refers to any of the thousands of Artificial Intelligence tools in which the model generates new content (text, images, audio, video, code,etc)

This includes, but is not limited to, Large Language Models/ LLMs such as ChatGPT, Google Gemini,etc, Image creators such as Dall-E3, Adobe Firefly, and any tools with built in generative AI capabilities such as Microsoft CoPilot, Google Duet, Canva, etc etc)

	Level of AI Use	Full Description	Disclosure Requirements
0	No AI Use	This assessment is completed entirely without AI assistance. AI Must not be used at any point during the assessment. This level ensured that student rely solely on their own knowledge, understanding, skills, and creativity.	No AI disclosure required, but may require an academic honesty pledge that AI was not used provided by the instructor.
1	AI-Assited Editing	AI can be used to make improvements to the clarity or quality of student created work to improve the final output. No new content can be created using AI.	AI disclosure statement must be included disclosing how AI was used. Link(s) to AI chat(s) must be submitted with final submission.
2	AI-Assisted Idea Generating and Structuring	AI can be used in the assessment for brainstorming, creating structures, and generating ideas for improving work. No AI content is allowed in the final submission.	AI disclosure statement must be included disclosing how AI was used. Link(s) to AI chat(s) must be submitted with final submission.
3	AI for Specified Task Completion	AI is used to complete certain elements of the task, as specified by the instructor. This level requires critical engagement with AI generated content and evaluating its output. You are responsible for providing <u>human oversight</u> and evaluation of all AI generated content.	All AI created content must be cited using proper citation outlined by the instructor. Link(s) to AI chat(s) must be submitted with final submission.
4	Full AI Use with Human Oversight	You may use AI throughout your assessment to support your own work in any way you deem necessary. AI should be a ‘co-pilot’ to enhance human creativity. You are responsible for providing <u>human oversight</u> and evaluation of all AI generated content.	All AI created content must be cited using proper citation outlined by the instructor. Link(s) to AI chat(s) must be submitted with final submission.

Sample Syllabus Statements for a course that does not allow Generative AI

	Level of AI Use	Full Description	Disclosure Requirements
0	No AI Use	This assessment is completed entirely without AI assistance. AI Must not be used at any point during the assessment. This level ensured that student rely solely on their own knowledge, understanding, skills, and creativity.	No AI disclosure required, but may require an academic honesty pledge that AI was not used provided by the instructor.

Academic Integrity Emphasis

AI Use in This Course: Zero Tolerance: This course prohibits the use of all generative artificial intelligence tools. This includes any AI system that generates new content such as text, images, audio, video, or code. Examples include (but are not limited to): ChatGPT, Google Gemini, Claude, Dall-E 3, Adobe Firefly, Microsoft CoPilot, Google Duet, Canva AI, and Grammarly's generative features.

Here's why: Your assessments in this course are designed to measure your learning, your understanding, and your ability to apply course concepts. AI-generated content, even if edited by you, represents someone (or something) else's thinking, not yours. Using AI tools for any part of your assignments constitutes academic dishonesty **for this course**.

To ensure transparency, you may be asked to complete an academic honesty pledge with each major assignment affirming that you relied solely on your own knowledge, understanding, skills, and creativity.

Learning-Centered Approach

AI Use in This Course: No AI Use: In this course, you are not permitted to use any form of generative AI (such as ChatGPT, Google Gemini, image generators, or AI-enhanced writing tools) for any assignment or assessment.

Here's why: Learning is an active process. When you struggle with an assignment, work through multiple drafts, or wrestle with complex ideas, your brain is literally forming new neural connections. This productive struggle is how learning happens. AI tools can produce polished outputs quickly, but they bypass the very process that leads to genuine understanding and skill development.

My goal is not to make you work harder for no reason, it's to ensure you actually develop the capabilities this course promises. You deserve to leave this class with real skills you've built yourself, not a transcript credit for work that AI completed.

To ensure transparency, an Academic honesty pledges may be required to confirm your work is entirely your own.

Professional Preparation Angle

AI Use in This Course: Not Permitted: You may not use generative AI tools at any stage of completing coursework for this class. This assessment approach ensures that you rely solely on your own knowledge, understanding, skills, and creativity.

Here's why: The skills you're developing in this course *[Insert skills/outcomes here]* are foundational to your success in *[your major/your profession/advanced coursework]*. While AI tools have their place in the professional world, you cannot effectively use, evaluate, or oversee AI-generated content if you haven't first mastered these skills yourself. Think of this course as building your foundation: you need to understand how to do this work independently before you can effectively collaborate with AI tools in the future. Use of AI tools in this course will be treated as a violation of academic integrity **in this course**.

To ensure transparency, an academic honesty pledge may be required with assignment submissions.

Succinct Rationale - Combination of all three options

Generative AI: Prohibited. All assignments in this course must be completed without AI assistance. You may not use ChatGPT, Google Gemini, Claude, Grammarly AI, Canva AI, Microsoft Copilot, or any other generative AI tool at any point during your work. This course focuses on developing your independent thinking and analytical skills, which can only be built through your own direct engagement with the material. Using AI would prevent you from achieving the learning outcomes of this course and developing the expertise you need for future success. You will be required to sign an academic honesty pledge confirming AI was not used, and violation of this policy constitutes academic dishonesty.

Sample Syllabus Statements for a course that allows Generative AI to edit

	Level of AI Use	Full Description	Disclosure Requirements
1	AI-Assited Editing	AI can be used to make improvements to the clarity or quality of student created work to improve the final output. No new content can be created using AI.	AI disclosure statement must be included disclosing how AI was used. Link(s) to AI chat(s) must be submitted with final submission.

Process-Focused Emphasis

AI Use in This Course: Editing and Quality Improvement Only: This course permits AI use for improving the clarity or quality of work you have already created, but AI cannot generate new content for you. You must create all content first, then use AI to refine it. Permitted AI uses across all assignments include correcting grammar, spelling, and punctuation errors; improving sentence clarity and readability; enhancing word choice and vocabulary precision; strengthening transitions and flow between your ideas; reorganizing your existing content for better structure; and making your writing more concise or professional. Prohibited AI uses include generating new paragraphs, arguments, or ideas; creating content you haven't written yourself; expanding your work by having AI add new material; or writing any portion of your assignment from scratch.

Here's why: Learning to edit and refine your own work is just as important as learning to create it. Professional writers don't submit first drafts. They revise, polish, and improve their work. This policy teaches you to use AI as an editing tool while ensuring you're developing the critical thinking and original content creation skills that are the core learning outcomes of this course. You're learning to be both a creator and a skilled editor.

To ensure transparency, Include an AI disclosure statement with every assignment describing how you used AI, and submit link(s) to your AI chat(s).

Learning-Centered Approach

AI Use in This Course: No AI Use: Throughout this semester, you may use generative AI tools (such as ChatGPT, Google Gemini, Claude, Microsoft Copilot, or Grammarly AI) to improve the clarity or quality of work you have already created, but no new content can be created using AI (all original writing, analysis, and ideas must be your own). Permitted uses include refining grammar, punctuation, and spelling; enhancing word choice and precision; improving flow and transitions; and reorganizing content for better readability. Prohibited uses include having AI generate new sentences, paragraphs, arguments, or ideas; writing content from scratch; creating original analysis or interpretations; or expanding your work with new material.

Here's why: Think of AI as a professional editor, not a co-author. This policy teaches you to refine and polish your writing (a valuable professional skill) while ensuring the intellectual work (thinking, analyzing, and creating) remains entirely yours. You're developing both strong writing abilities and strategic AI use for quality improvement, which are essential for academic and professional success.

To ensure transparency, Include an AI disclosure statement with every assignment describing how you used AI, and submit link(s) to your AI chat(s).

Professional Preparation Angle

AI Use in This Course: Quality Improvement and Editing: Throughout this course, you are permitted to use AI to make improvements to the clarity or quality of student-created work to improve the final output, but no new content can be created using AI. You must create all content yourself first, only after you have written your work can you use AI to improve its quality, clarity, grammar, organization, or professionalism. Think of AI as your editor, not your writer: just as professional authors work with editors to polish their manuscripts, you can use AI to refine your work, but the original thinking, writing, and analysis must come from you.

Here's why: This policy teaches you two interconnected professional skills: (1) independent content creation and critical thinking, and (2) strategic revision and quality improvement. In your future career, you'll need to both generate original ideas and polish them to professional standards. By maintaining this boundary (you create, AI refines) you're developing both capabilities while learning to use AI responsibly and effectively.

To ensure transparency, Include an AI disclosure statement with every assignment describing how you used AI, and submit link(s) to your AI chat(s).

Succinct Rationale - Combination of all three options

AI Use in This Course: Editing and Quality Improvement Allowed

You may use AI tools throughout this course to improve the clarity or quality of work you have already created, but no new content can be created using AI. Think of AI as a professional editor who can help you polish your writing (fixing grammar, improving word choice, enhancing clarity, and strengthening organization) but cannot write content for you. This approach helps you develop both strong original thinking skills and professional editing abilities. You must include an AI disclosure statement explaining how you used AI and submit link(s) to your AI chat(s) with every assignment submission.

Sample Syllabus Statements for a course that allows Generative AI for Idea Generation and Structuring

	Level of AI Use	Full Description	Disclosure Requirements
2	AI-Assisted Idea Generating and Structuring	AI can be used to make improvements to the clarity or quality of student created work to improve the final output. No new content can be created using AI.	AI disclosure statement must be included disclosing how AI was used. Link(s) to AI chat(s) must be submitted with final submission.

Process-Focused Approach

AI Use in This Course: Brainstorming and Structuring Only: This course allows strategic AI use for the planning and improvement stages of your work, but all final content must be created by you without AI assistance. You may use AI during the pre-writing phase to brainstorm ideas, explore topics, and generate possible approaches; during the organizational phase to create outlines, develop structural frameworks, and organize your thinking; and during the feedback phase to ask AI how to improve your draft, identify weaknesses, or strengthen arguments. However, AI cannot write content for you. Your final submission must contain zero AI-generated text, analysis, or creative content, and every sentence, argument, and idea in your work must originate from your own thinking.

Here's why: Strong writers and thinkers don't just produce good work: they know how to plan effectively, organize strategically, and revise thoughtfully. By using AI as a process tool rather than a content generator, you're developing metacognitive skills (thinking about your thinking) that will serve you throughout your academic and professional career. You're learning to be both an independent creator and a strategic tool user; skills that are increasingly essential in our AI-integrated world.

To ensure transparency, Include an AI disclosure statement with every assignment describing how you used AI, and submit link(s) to your AI chat(s).

Learning-Centered Approach

AI Use in This Course: Idea Generation and Structuring: Throughout this course, you may use AI tools to help with brainstorming, creating structures, and generating ideas for improving your work, but no AI content is allowed in your final submissions. Appropriate AI use includes asking questions like *"Help me brainstorm five different angles I could take on [topic];"* *"Create an outline structure for an essay about [topic];"* *"I've written this paragraph: what's missing or unclear?";* *"What are potential counterarguments to my thesis?";* or *"How could I reorganize these ideas more logically?"*

Here's why: This policy is designed to help you develop two interconnected skills: (1) independent critical thinking and original content creation, and (2) strategic use of AI as a planning and feedback tool. You're not just learning course content: You're learning how to think, plan, and create effectively in an AI-integrated world. These are the skills that will set you apart academically and professionally.

To ensure transparency, Include an AI disclosure statement with every assignment describing how you used AI, and submit link(s) to your AI chat(s).

Professional Preparation Angle

AI Use in This Course: Strategic Use for Planning and Improvement: In all assignments this semester, you are permitted to use generative AI for brainstorming, structuring, and generating ideas to improve your work, but AI-generated content is not permitted in your final submissions. You may use AI to overcome writer's block by exploring multiple angles on a topic, generate organizational structures or outlines to help plan your work, request feedback on drafts to identify areas for improvement, brainstorm counterarguments or alternative perspectives, and ask AI to help you identify logical gaps or weaknesses in your reasoning. However, the actual content must be created by you, **not by AI**.

Here's why: In professional settings, you'll need to know when and how to use AI effectively without becoming dependent on it. This policy teaches you to leverage AI for strategic planning and self-improvement while maintaining ownership of your intellectual work. You're building both creative independence and technological literacy; the combination that employers and graduate programs value most.

To ensure transparency, Include an AI disclosure statement with every assignment describing how you used AI, and submit link(s) to your AI chat(s).

Succinct Rationale - Combination of all three options

Generative AI Policy: Brainstorming and Structuring Allowed.

You may use AI tools throughout this course to brainstorm ideas, create outlines, and get feedback on how to improve your work. However, no **AI-generated content may appear in your final submissions**. All writing and analysis must be your own original work. Think of AI as a thinking partner who helps you plan and organize, not as someone who does the work for you. This approach helps you develop both independent thinking skills and the ability to use AI strategically: both critical for your future success. You must include an AI disclosure statement and submit AI chat link(s) with every assignment.

Sample Syllabus Statements for a course that allows Generative AI for Specified Task Completion

	Level of AI Use	Full Description	Disclosure Requirements
3	AI for Specified Task Completion	AI is used to complete certain elements of the task, as specified by the instructor. This level requires critical engagement with AI generated content and evaluating its output. You are responsible for providing <u>human oversight</u> and evaluation of all AI generated content.	All AI created content must be cited using proper citation outlined by the instructor. Link(s) to AI chat(s) must be submitted with final submission.

Task-Specific Emphasis

AI Use in This Course: Specified Task Completion: This course permits AI use for completing certain elements of assignments, as specified by the instructor, and each assignment will clearly identify which tasks may be completed using AI and which must be completed independently. You must critically engage with all AI-generated content, evaluate its quality and accuracy, and provide human oversight. Your role as AI manager includes following assignment-specific guidelines about which tasks permit AI use, critically evaluating AI outputs (do not assume AI is correct), verifying accuracy of AI-generated information against reliable sources, refining and improving AI-generated content to meet assignment standards, integrating AI outputs thoughtfully into your overall work, and maintaining responsibility for the final quality of all submissions.

Here's why: This policy teaches you to be an effective manager and evaluator of AI tools. In your future career, you'll need to critically evaluate AI outputs rather than accepting them uncritically. This course develops your ability to leverage AI strategically while maintaining the critical thinking, evaluation, and oversight skills that distinguish effective professionals from those who simply accept AI outputs without question.

To ensure transparency, Include an AI disclosure statement with every assignment describing how you used AI, and submit link(s) to your AI chat(s).

Critical Engagement Focus

AI Use in This Course: Specified Task Completion with Critical Oversight: AI may be used to complete certain elements of tasks as specified by the instructor on each assignment. This level requires critical engagement with AI-generated content and evaluating its output, and you are responsible for providing human oversight and evaluation of all AI-generated content. Critical engagement means questioning AI outputs rather than accepting them as automatically correct, verifying factual claims against authoritative sources, evaluating whether AI-generated content actually addresses the task requirements, assessing the quality, relevance, and appropriateness of AI outputs, identifying limitations, biases, or errors in AI-generated content, and refining and improving AI outputs using your own expertise and judgment.

Here's why: This policy teaches you to be a critical consumer and manager of AI-generated content rather than a passive recipient. You're developing the evaluative and analytical skills that are increasingly valuable as AI becomes more prevalent. Professionals who can effectively evaluate and refine AI outputs are far more valuable than those who simply accept whatever AI produces.

To ensure transparency, Include an AI disclosure statement with every assignment describing how you used AI, and submit link(s) to your AI chat(s).

Professional Preparation Angle

AI Use in This Course: Strategic Task Delegation to AI: Throughout this semester, you may use AI to complete certain elements of tasks as specified by the instructor. You must critically engage with AI-generated content, evaluate its output, and provide human oversight. Critically evaluate all AI outputs for accuracy and quality, verify AI-generated information against authoritative sources, and refine outputs using your own expertise. You are ultimately responsible for the accuracy and quality of all work you submit, including AI-generated portions. "AI made a mistake" is not an acceptable excuse for errors.

Here's why: This policy mirrors real-world professional practice where you'll need to delegate specific tasks to AI tools while maintaining oversight and accountability. You're learning three interconnected skills: (1) strategic decision-making about when AI can be helpful, (2) critical evaluation of AI outputs, and (3) integration of AI-generated content into larger projects. These are the competencies that distinguish effective professionals who use AI as a force multiplier from those who either avoid AI entirely or use it uncritically.

To ensure transparency, Include an AI disclosure statement with every assignment describing how you used AI, and submit link(s) to your AI chat(s).

Succinct Rationale - Combination of all three options

Generative AI Policy: AI for Specific Tasks

You may use AI to complete certain elements of assignments as specified by the instructor, but you must critically evaluate all AI-generated content and provide human oversight. Each assignment will clearly indicate which tasks permit AI use. Your responsibilities include verifying AI outputs for accuracy, refining AI-generated content to meet assignment standards, and ensuring the final quality of all work you submit. Think of yourself as an AI manager who delegates specific tasks but maintains ultimate responsibility for quality and accuracy. This approach teaches you to use AI strategically while developing the critical evaluation skills essential for academic and professional success. All AI-created content must be cited using proper citation format outlined by the instructor, and link(s) to AI chat(s) must be submitted with final submissions.

Sample Syllabus Statements for a course that allows for full Generative AI with Human Oversight

	Level of AI Use	Full Description	Disclosure Requirements
4	Full AI Use with Human Oversight	You may use AI throughout your assessment to support your own work in any way you deem necessary. AI should be a 'co-pilot' to enhance human creativity. You are responsible for providing <u>human oversight</u> and evaluation of all AI generated content.	All AI created content must be cited using proper citation outlined by the instructor. Link(s) to AI chat(s) must be submitted with final submission.

Co-Pilot Emphasis

AI Use in This Course: You may use AI throughout your assessments to support your own work in any way you deem necessary. AI should be a co-pilot to enhance human creativity, not an autopilot. You may use AI to assist with any aspect of your work (brainstorming, research, drafting, editing, analysis, visualization, problem-solving, etc.), but you remain the author, decision-maker, and person responsible for the quality and integrity of your final submission. You must critically evaluate all AI outputs for accuracy, quality, relevance, and appropriateness, provide human oversight to ensure AI-generated content meets assignment standards, and take full responsibility for all content you submit, including AI-generated portions. All AI-created content must be cited using proper citation format outlined by the instructor, and link(s) to AI chat(s) must be submitted with final submission.

Here's why: This policy recognizes that AI is transforming how professionals work across all fields. You're learning to make judgment calls about when AI enhances your work and when it might limit your learning or creativity. You're developing the oversight and evaluation skills that distinguish effective AI users from those who either avoid AI entirely or use it uncritically.

To ensure transparency, Include an AI disclosure statement with every assignment describing how you used AI, and submit link(s) to your AI chat(s).

Strategic Decision-Making Focus

AI Use in This Course: You may use AI throughout your assessments to support your own work in any way you deem necessary. This policy gives you complete autonomy to decide when, how, and why to use AI, and you might use AI extensively for some assignments and minimally for others based on your strategic assessment of where AI adds value. To guide your AI use, consider these questions: Will AI help me learn more effectively, or will it bypass important learning? Can AI enhance my creativity and output quality, or will it limit my original thinking? Am I using AI to overcome genuine obstacles, or to avoid productive struggle? Am I maintaining intellectual engagement with my work, or becoming passive? Can I effectively evaluate and improve AI outputs, or am I accepting them uncritically?

Here's why: This course recognizes that AI literacy includes knowing not just how to use AI, but when to use it and when not to. By giving you full autonomy, you're developing the judgment, strategic thinking, and self-awareness that characterize effective professionals in AI-integrated environments. You're learning to be both an independent thinker and a strategic AI user, understanding the strengths and limitations of both human and artificial intelligence.

To ensure transparency, Include an AI disclosure statement with every assignment describing how you used AI, and submit link(s) to your AI chat(s).

Responsibility-Focused Angle

AI Use in This Course: You may use AI throughout your assessments to support your own work in any way you deem necessary. You have the freedom to use AI tools at any stage and for any purpose you find valuable, with no restrictions on when or how you use AI in this course. However, with this freedom comes significant responsibility: you must provide human oversight and evaluation of all AI-generated content by verifying accuracy of AI-generated information, evaluating quality and appropriateness of AI outputs, ensuring AI-generated content actually addresses assignment requirements, identifying and correcting errors, biases, or limitations in AI outputs, making strategic decisions about when AI enhances versus limits your work, and maintaining intellectual engagement and authorship of your work.

Here's why: Rather than restricting AI use, this course teaches you to be a strategic and responsible AI user. You're learning to make judgment calls about when AI enhances your work and when it might limit your learning or creativity. You're developing the oversight and evaluation skills that distinguish effective AI users from those who either avoid AI entirely or use it uncritically. This prepares you for the AI-integrated workplaces and research environments where these competencies are increasingly essential.

To ensure transparency, Include an AI disclosure statement with every assignment describing how you used AI, and submit link(s) to your AI chat(s).

Succinct Rationale - Combination of all three options

Generative AI Policy: Full AI Use with Human Oversight

You may use AI throughout your assessments to support your own work in any way you deem necessary. AI should be a co-pilot to enhance human creativity, and you are responsible for providing human oversight and evaluation of all AI-generated content. This means you have complete freedom to use AI tools at any stage and for any purpose, but you must critically evaluate all AI outputs, verify accuracy, ensure quality, and maintain responsibility for everything you submit. Think of yourself as the pilot with AI as your co-pilot: AI can assist with many tasks, but you remain in command and accountable for the final product. This policy prepares you for professional environments where strategic AI use and critical oversight are essential competencies. All AI-created content must be cited using proper citation format outlined by the instructor, and link(s) to AI chat(s) must be submitted with final submission.