



Title of Policy: Artificial Intelligence (AI) Course Syllabus Policy

Policy (check one): New X Revised _____

Applies to (check all that apply):

Faculty X Staff _____ Students X

Division/Department _____ College _____

Policy Purpose:

The College requires all courses to have an AI syllabus statement(s) that can range from prohibited to no restrictions. It is the instructor's decision on how AI is permitted in courses. The AI course syllabus statements may be adopted or adapted to reflect course learning outcomes, instructional and assessment style, intellectual work of the course, discipline, and critical thought.

According to a Standard Code of Conduct, "*Scholastic dishonesty means plagiarism; cheating on assignments or examinations, including the unauthorized use of online learning support and testing platforms; engaging in unauthorized collaboration on academic work, including the posting of student-generated coursework on online learning support and testing platforms not approved for the specific course in question; taking, acquiring, or using course materials without faculty permission, including the posting of faculty-provided course materials on online learning and testing platforms; ...*"

Artificial intelligence (AI) language models, such as ChatGPT, and online assignment help tools, such as Chegg, are examples of online learning support platforms; they cannot be used for course assignments **except as explicitly authorized by the instructor.**

Policy Statement:

It is the policy of Baltimore City Community College that the instructor must define acceptable use of online learning support platforms based on the following AI Course Syllabus statement guidelines:

1. Use prohibited.

Students are not allowed to use advanced automated tools (artificial intelligence or machine learning tools such as ChatGPT or Dall-E 2) on assignments in this course. Each student is expected to complete each assignment without substantive assistance from others, including automated tools. Students are prohibited as follows:

- a) Submitting all or any part of an assignment statement to an online learning support platform.
- b) Incorporating any part of an AI generated response in an assignment.
- c) Using AI to brainstorm, formulate arguments, or template ideas for assignments.
- d) Using AI to summarize or contextualize source materials.
- e) Submitting work to an online learning support platform for iteration or improvement

2. Use only with prior permission.

Students can use advanced automated tools (artificial intelligence or machine learning tools such as ChatGPT or Dall-E 2) on assignments in this course if instructor permission is obtained in advance. Unless given permission to use those tools, each student is expected to complete each assignment without substantive assistance from others, including automated tools.

3. Use only with acknowledgement.

Artificial intelligence (AI) language models, such as ChatGPT, may be used for any assignment with appropriate citations. Students can use advanced automated tools (artificial intelligence or machine learning tools such as ChatGPT or Dall-E 2) on assignments in this course if that use is properly documented and credited. For example, text generated using ChatGPT-3 should include a citation such as: "Chat-GPT-3. (YYYY, Month DD of query). "Text of your query." Generated using OpenAI. <https://chat.openai.com/>" Material generated using other tools should follow a similar citation convention.

4. Use is freely permitted with no acknowledgement.

Students can use advanced automated tools (artificial intelligence or machine learning tools such as ChatGPT or Dall-E 2) on assignments in this course; no special documentation or citation is required.

Implementation Date: March 14, 2024

Originator/Division: Academic Affairs

Approved by the Board of Trustees: March 14, 2024

****This policy once approved by the Board of Trustees supersedes all other policies.***

