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## Artificial Intelligence (AI) Policy

*Note: This AI policy statement was developed with assistance from Claude AI as part of a transparent policy creation process. I began by brainstorming key principles and requirements for AI use in my course, then imputed my ideas into Claude AI to help structure and refine my ideas into a comprehensive policy framework. The AI tool helped organize my concepts and suggested clearer language. I subsequently reviewed, edited, and customized the AI-generated draft to align with my specific course requirements and Academy policies. This collaborative approach demonstrates appropriate AI use: leveraging the tool for organization and clarity while maintaining oversight and crediting the work where appropriate.*

Fundamental Requirement:

- All work submitted in this course must be your own. Contributions from anyone or anything else—including AI sources—must be properly quoted and cited every time they are used. Failure to do so constitutes an academic integrity violation, and I will follow the institution's policy to the letter in those instances.

Important Limitations and Cautions:

- Accuracy Concerns: The material generated by these programs may be inaccurate, incomplete, or otherwise problematic. AI tools are known to "hallucinate" – creating plausible-sounding but false information, including fabricated citations and statistics.
- Impact on Learning: Overreliance on AI may stifle your own independent thinking and creativity, which are essential skills the Academy wants you to develop.
- Quality Issues: AI-generated content often lacks depth, nuance, and critical analysis expected in academic work.

Prohibited Uses: You may not submit any work generated by an AI program as your own. This includes:

- Copy-pasting AI responses directly into assignments
- Having AI write substantial portions of your work
- Using AI to complete entire assignments, even with minor modifications

Mandatory Citation Requirements: If you include any material generated by an AI program, it must be:

- Properly quoted (using quotation marks for direct text)
- Cited like any other reference material, with due consideration for the questionable quality of the reference
- Clearly identified as AI-generated content
- Accompanied by an explanation of how you used these tools in your work

Academic Integrity Enforcement:

- Any plagiarism or other form of cheating, including undisclosed use of AI-generated content, will be dealt with severely under the Academy's academic integrity policies. I will follow the institution's policy in all cases of academic integrity violations.

Your Responsibility:

- You remain fully responsible for the accuracy, quality, and integrity of all work you submit, regardless of what tools you use in your process. When in doubt about appropriate AI use, consult with me before proceeding.

Citation:

"Create an AI syllabus statement using these two ideas: 1. You may use AI programs e.g. ChatGPT to help generate ideas and brainstorm. However, you should note that the material generated by these programs

may be inaccurate, incomplete, or otherwise problematic.  Beware that use may also stifle your own independent thinking and creativity. 2. You may not submit any work generated by an AI program as your own.  If you include material generated by an AI program, it should be cited like any other reference material (with due consideration for the quality of the reference, which may be poor).   Any plagiarism or other form of cheating will be dealt with severely under relevant". *Claude Sonnet 4*, 8/6/25, https://claudeai/new