



Artificial Intelligence (AI) Guiding Principles TEC 20.0 Office of Information Technology

Policy Type: Administrative

Applies to: Faculty, staff, student employees, students, volunteers, and approved third-party vendors.

Guideline DATES

Issued: 11/15/2024

Revised:

Edited by: Tina Stuchell

Reviewed: 11/15/2024

Definitions

Term	Definition
Artificial Intelligence (AI)	is the science of making machines that can simulate human intelligence.

Guideline Details

Artificial Intelligence is the science of making machines that can simulate human intelligence. The purpose of these guiding principles, as an institution of learning, is to outline our commitment to responsible, ethical, and beneficial AI development and deployment, ensuring that our AI systems align with UMU’s mission and values and contribute positively to society.

We strive to:

- 1. Make ethical choices.** We will ensure integrity is the highest priority. We will address bias, fairness, privacy, transparency, and accountability in all AI-related decisions.
- 2. Leverage AI to Empower Institutional Success.** We will embrace AI’s potential to enhance our capabilities, stimulate innovation, and drive operational efficiency.
- 3. Keep “Humans in the Loop.”** We will maintain the perspective that AI cannot substitute for human judgment. Human judgment should never be replaced by AI.
- 4. Respond to Continuous Change.** We will balance careful consideration, agility, and urgency to respond to continuous change.
- 5. Safeguard Confidential Information.** We will protect confidential information through security measures. We will follow data privacy regulations and strive to protect UMU faculty, staff and student data.

Responsibilities

Position or Office	Responsibilities
AI Working Information Technology Academic Affairs Business Affairs	

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Position or Office	Responsibilities
Student Affairs	

Contacts

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History

All changes must be listed sequentially, including edits and reviews.

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