

University of Tennessee at Martin Policy on Artificial Intelligence	
Version: 1	Effective Date: July 1, 2025

POLICY ON ARTIFICIAL INTELLIGENCE

I. AUTHORITY

Pursuant to Tennessee Public Chapter 550 (2024)¹ and The University of Tennessee Board of Trustees Policy BT0034, the University of Tennessee at Martin is responsible for adopting a policy pertaining to the use of artificial intelligence technology by students, faculty, and staff for instructional and assignment purposes.

II. DEFINITIONS

For purposes of this policy, capitalized terms used herein shall have the meanings set forth below:

“Artificial Intelligence” or “AI” means a machine-based system that can, for a given set of human-defined objectives, make predictions, recommendations, or decisions influencing real or virtual environments and that is capable of using machine and human-based inputs to perceive real and virtual environments, abstract such perceptions into models through analysis in an automated manner, and use model inference to formulate options for information or action.

“Campus” means The University of Tennessee at Martin (UT Martin), including its main campus and all off-campus instructional sites, and including coursework offered online.

“Faculty” or “Faculty Member” means any faculty member (regardless of rank or title) employed by UT Martin engaged primarily in academic instruction, research, or service.

“Staff” or “Staff Member” means exempt and non-exempt staff members employed by UT Martin not engaged primarily in academic instruction, research, or service, including but not limited to professional staff and executive/administrative staff.

“Student” or “Students” shall include person(s) enrolled or registered for study at UT Martin, either full-time or part-time, pursuing undergraduate, graduate, or professional studies, as well as non-degree and non-credit programs and courses to the extent they are so defined in UT Martin’s student code of conduct or similar UT Martin rule(s) (e.g., student rights and responsibilities), as applicable.

III. PURPOSE

The University of Tennessee at Martin educates and engages responsible citizens to lead and serve in a diverse world. Consistent with UT Martin’s mission, UT Martin recognizes that AI technologies will continue to evolve and that it is imperative for Students, Faculty, and Staff to have the opportunity to succeed and thrive in a world transformed by AI.

Through this policy, UT Martin aims to balance the innovative potential of AI with the need to uphold academic integrity, protect sensitive information, and comply with applicable laws, rules, and

¹ Tennessee Code Annotated § 49-7-185.

regulations. This policy is intended to provide a framework of broad campus-wide expectations while maintaining the necessary flexibility for UT Martin to issue academic procedures, guidelines, and/or restrictions pertaining to the responsible and ethical use of AI for instructional and assignment purposes in a dynamic landscape.

IV. SCOPE AND APPLICABILITY

This policy applies to all Students, Faculty, and Staff with respect to the use of AI technology for instructional and assignment purposes in connection with all academic courses offered by UT Martin.

V. POLICY STATEMENT AND GUIDING PRINCIPLES

- UT Martin embraces the use of AI as a powerful tool for the purpose of enhancing human learning, creativity, analysis, and innovation within the academic context.
- Each Faculty or Staff Member (to the extent responsible for the delivery of a course) shall consider whether, when, and how AI may be used, if at all, for instructional and assignment purposes associated with a course, including independent study, clinical, and/or research activities.
- Faculty/Staff Members responsible for the delivery of a course are expected to clearly communicate to Students the permitted use(s), if any, of AI technology in connection with a course and the extent to which AI technology and derived content may be used as part of a Student's academic work.
- Students are responsible for adhering to the requirements set by Faculty/Staff Members with respect to the permitted use of AI technology in each of their courses. Students should be made aware that the use of AI technology may vary by course, discipline, and by Faculty/Staff Member. Students who are uncertain of the permitted use of AI technology are encouraged to seek further clarification from the respective Faculty/Staff Member.
- AI generated results may contain data, images, and other information protected under intellectual property or other ownership rights, including copyright. Authors shall be fully responsible for ensuring the allowed use of any AI generated data and information contained in their academic work.
- AI technology is to be used in accordance with: (i) academic and student codes of conduct; (ii) any ethical and professional standards applicable to a particular course or program; (iii) academic standards pertaining to attribution and citations; (iv) UT Martin policies, procedures, and other guidelines; and (v) applicable laws, rules, or regulations.

VI. CAMPUS PROCEDURES

UT Martin has established the following academic procedures and guidance to provide transparency and clarity regarding the responsibilities of Students, Faculty, and Staff with respect to the appropriate use of AI technology for instructional and assignment purposes:

A. Course-related Communication. **Faculty/Staff expectations regarding the permitted use of AI technology by Students for a course are required to be included as part of the course syllabus.** In addition, expectations may be reiterated through the following modalities: (i) course materials; (ii) assignment instructions; (iii) research guidelines; (iv) a learning management system (LMS); and/or (v) other standard forms of course-related communications, including in-person and electronic methods of communication (online, email, etc.) provided to Students.

B. Types of Permitted Use. The course syllabus, and additional course-related communication as deemed appropriate by the Faculty/Staff Member(s) responsible for the delivery of the course, shall address the context(s) in which a Student may employ AI technology with respect to a course and/or particular assignments. Three possible options include, but are not limited to, the following:

1. ***Unrestricted Use*** – Students may use AI technology for any learning, creation, or analysis, without restriction.
2. ***Mixed Use*** – Students may use AI technology for some learning, creation, or analysis, with specifics provided in a clear and timely manner.
3. ***Total Prohibition*** – Students may not use AI technology for any learning, creation, or analysis.

In describing any limitations (or lack thereof) on the use of AI technology in course-related communications, Faculty/Staff shall consider, among other things, the following use cases:

1. ***Learning*** – AI can provide definitions, facts, names, dates, or summaries of larger topics.
2. ***Creating*** – AI can generate a text work (from a single word up to an entire long-form text), an image (from a simple still image up through an entire video), and possibly other creations.
3. ***Analyzing*** – AI can examine patterns, gain insights, and make informed decisions of quantitative or qualitative data.
4. ***Controlling*** – AI can be used to control other software, systems, or devices.

C. Academic Integrity. Course-related communications pertaining to the use of AI technology shall: (i) affirm the importance of academic honesty; and (ii) inform Students that the unpermitted use of AI technology is a form of academic misconduct, violations of which are subject to UT Martin's student code of conduct.

D. AI Detection Tools. UT Martin Faculty/Staff may use AI detection tools for instructional and assignment purposes. However, Faculty/Staff must also exercise appropriate professional judgement when evaluating Student work. **Under no circumstances shall the results of AI detection tools be the single measure for determining the academic performance of or misconduct by a Student.**

Appendix A contains sample syllabus language that Faculty/Staff may use to communicate to Students the permitted use of AI technology within their course. This document can also be found on the Academic Affairs webpage (<https://www.utm.edu/offices-and-services/academic-affairs/procedures-and-documents.php>). UT Martin’s Center for Teaching and Learning provides periodic education and training concerning the potential benefits, risks, and responsibilities associated with the use of AI technology.

VII. AI TECHNOLOGY RESOURCES/DATA PROTECTION

The use of AI technology is subject to UT Martin’s policies and procedures pertaining to information technology, including the University of Tennessee’s policy on Acceptable Use of Information Technology Resources (IT0002)².

As with the use of any type of information technology, Students, Faculty, and Staff must be cognizant of information security and data protection obligations (e.g., intellectual property rights, personally identifiable information, protected health information, contractual and other legal obligations, etc.) that may apply. Protected University Data shall not be entered into AI technology that has not been reviewed by UT Martin’s Chief Information Officer (or designee) and authorized for use. UT Martin maintains a list of approved AI technology resources available for use. Faculty, Staff, and Students are free to use any AI technology for instructional purposes so long as Protected University Data is not entered into such systems. “Protected University Data” shall have the meaning set forth in the University of Tennessee’s General Statement on Information Technology Policy (IT0001)³.

VIII. ADMINISTRATIVE RESPONSIBILITIES

The Provost and Senior Vice Chancellor for Academic Affairs, in consultation with the Faculty Senate, shall be responsible for providing advice and support to UT Martin Faculty/Staff with respect to the requirements of this policy.

IX. COMPLIANCE AND OVERSIGHT

The University of Tennessee Office of Institutional Compliance shall be responsible for reviewing UT Martin’s procedures, guidelines, and other efforts to promote compliance with the provisions of this policy. The Office of Institutional Compliance shall prepare reports regarding the implementation and ongoing compliance with this policy as may be requested by the Board’s Audit and Compliance Committee.

History:

Adopted	May 12, 2025
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² <https://policy.tennessee.edu/ut-system-policies/information-technology-policies/>

³ <https://policy.tennessee.edu/ut-system-policies/information-technology-policies/>

APPENDIX A. SAMPLE SYLLABUS LANGUAGE FOR USING AI TOOLS

Open (Unrestricted) Use Policy for Using AI tools

(The Framework of this policy was generated using ChatGPT and has been modified by the ChatGPT/AI Committee.)

In this course, you may have access to Artificial Intelligence (AI) tools like ChatGPT or other online resources to aid your learning and research. While these resources can provide valuable insights and assistance, it is important to maintain academic integrity and use them responsibly. Please adhere to the following guidelines when using AI tools or websites:

1. Understand Tool Limitations: AI tools are powerful language models but are not infallible. They may not always provide accurate or up-to-date information. AI tools can also use plagiarized, uncited sources and create fictional sources when prompted to provide citations for the sources used in generated text or content. Accordingly, AI systems should not be fully trusted for the completion of course assignments and activities. Use the information you gather from these tools as a starting point for further research, verification, and critical thinking.
2. Avoid Plagiarism while Citing AI Sources: If you incorporate information from AI into your assignments, projects, or discussions, make sure to cite it appropriately. While AI can help you generate content, copying and pasting entire responses without proper attribution **is considered plagiarism**. Always paraphrase and synthesize the information you obtain to express it in your own words. Provide the sources as "Generated using ChatGPT" or similar, acknowledging the tool's contribution.
3. Engage in Original Thought: Use AI tools as supplements to your learning process, not as replacements for critical thinking and independent research. Strive to engage in original thought and contribute your unique perspectives to class discussions and assignments.
4. Respect Academic Integrity: Any collaborative work should adhere to the academic integrity policies of this course. If group discussions involve the use of AI tools, ensure that each member contributes their insights and verifies the information presented.
5. Seek Instructor Guidance: If you have questions about using AI tools or any other online resources for research or assignments, do not hesitate to ask your instructor for clarification. We are here to provide guidance and ensure that your learning experience is meaningful and ethical.

Remember, the goal of this course is to develop your understanding of <<your field/discipline information>>. The responsible use of AI tools and other external resources like ChatGPT can enhance your learning journey, but it's essential to approach them with honesty and academic integrity.

By adhering to this policy, you will demonstrate your commitment to your own learning and growth in this course. <<be sure to update field/discipline>>

Moderate (Mixed) Use Policy for Using AI Tools

(The Framework of this policy was generated using ChatGPT and has been modified by the ChatGPT/AI Committee.)

In this course, students are permitted to use Generative AI Tools such as ChatGPT only for **specific assignments, as designated by the instructor. (Instructors list assignments and permitted AI tools below)**

In this course, you may have access to Artificial Intelligence (AI) tools like ChatGPT or other online resources to aid your learning and research. While these resources can provide valuable insights and assistance, it is important to maintain academic integrity and use them responsibly. Please adhere to the following guidelines when using AI tools or websites:

1. **Understand Tool Limitations:** AI tools are powerful language models but are not infallible. They may not always provide accurate or up-to-date information. AI tools can also use plagiarized, uncited sources and create fictional sources when prompted to provide citations for the sources used in generated text or content. Accordingly, AI systems should not be fully trusted for the completion of course assignments and activities. Use the information you gather from these tools as a starting point for further research, verification, and critical thinking.
2. **Avoid Plagiarism while Citing AI Sources:** If you incorporate information from AI into your assignments, projects, or discussions, make sure to cite it appropriately. While AI can help you generate content, copying and pasting entire responses without proper attribution **is considered plagiarism**. Always paraphrase and synthesize the information you obtain to express it in your own words. Provide the sources as "Generated using ChatGPT" or similar, acknowledging the tool's contribution.
3. **Engage in Original Thought:** Use AI tools as supplements to your learning process, not as replacements for critical thinking and independent research. Strive to engage in original thought and contribute your unique perspectives to class discussions and assignments.
4. **Respect Academic Integrity:** Any collaborative work should adhere to the academic integrity policies of this course. If group discussions involve the use of AI tools, ensure that each member contributes their insights and verifies the information presented.
5. **Seek Instructor Guidance:** If you have questions about using AI tools or any other online resources for research or assignments, do not hesitate to ask your instructor for clarification. We are here to provide guidance and ensure that your learning experience is meaningful and ethical.

Remember, the goal of this course is to develop your understanding of <<your field/discipline information>>. The responsible use of AI tools and other external resources like ChatGPT can enhance your learning journey, but it's essential to approach them with honesty and academic integrity.

By adhering to this policy, you will demonstrate your commitment to your own learning and growth in this course. <<be sure to update field/discipline>>

Prohibited (Total Prohibition) Use of AI Tools

Use of AI tools is not permitted in this course on any assignment. All work in this course will be produced by the student. Use of AI tools will be considered a violation of academic integrity and will be dealt with accordingly.