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## Ethical and Responsible Use of Generative Artificial Intelligence (AI) Policy

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**Approval Signature:**

Dean and Chief Academic Officer

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## **Purpose**

This Policy provides guidance on the ethical, responsible, and academically appropriate use of generative artificial intelligence (AI) tools and technologies in support of student learning. It aims to foster academic integrity, digital professionalism, and a culture of responsible innovation while preparing students for a future where AI is integrated across disciplines and professions.

## **Process**

### **Definition of Artificial Intelligence (AI)**

For the purposes of this policy, Artificial Intelligence (AI) refers to the simulation of human intelligence and processes by machines, especially computer systems. This includes, but is not limited to:

- Artificial Narrow Intelligence (ANI);
- Artificial General Intelligence (AGI);
- Artificial Super Intelligence (ASI);
- Large Language Models (LLMs);
- Natural Language Processing (NLP);
- Speech Recognition; or
- Machine Vision.

### **Academic Use of AI: Principles and Expectations**

Students are encouraged to use AI tools as a supplement—not a substitute—for critical thinking, original work, and active learning. All use of AI must comply with Campbell University and CUSOM policies and uphold the CUSOM Honor Code. Misuse of AI will be treated as a violation of academic integrity.

#### **When using generative AI to support academic work, students must:**

##### **Disclose AI Use Transparently**

- Clearly state when and how AI tools were used in academic work, including the specific tool (e.g., Microsoft Copilot, Grammarly).
- Use proper citation formats as outlined by recognized style guides (e.g., AMA, APA, MLA).
- Failure to disclose AI use may be considered plagiarism under the CUSOM Code of Conduct.

##### **Critically Evaluate AI-Generated Content**

- Verify the accuracy of AI-generated information using credible, secondary sources.
- Students are fully responsible for any inaccurate, biased, or inappropriate content, regardless of its origin.

### **Follow Course-Specific Guidelines**

- Adhere to any additional AI-related instructions or restrictions provided by faculty for specific courses or assignments.

### **Defer to Authoritative Sources**

- AI is a tool, not an authority. It is essential to verify the accuracy and relevance of AI-generated information against established clinical guidelines and peer-reviewed research. In cases of conflict, students must prioritize course materials, instructor guidance, and peer-reviewed literature.

### **Use Only Approved AI Platforms for Course Materials**

- Students may upload course content (e.g., lecture slides, outlines) only into Microsoft Copilot, accessed through Campbell University credentials.
- This closed system ensures protection of intellectual property and compliance with data privacy standards.
- Uploading course content into open AI systems (e.g., ChatGPT, Google Gemini, DeepSeek) is strictly prohibited.



**Important:** Uploading any course-related or copyrighted materials into open AI systems is a violation of the CUSOM Honor Code.

### **Limit AI Use in Clinical Settings**

- AI use in clinical environments is restricted to tools integrated into Electronic Health Records (EHRs), such as dot phrases or smart phrases.
- Protected Health Information (PHI) must never be entered into any AI tool outside of an institutionally approved EHR system.

### **Comply with Scholarly Publication Standards**

- When submitting work for publication or presentation, students must follow the AI use policies of the relevant journal or organization, including proper citation of AI assistance.

### **Examples of Appropriate AI Use for Learning**

Students may use AI tools to:

- Brainstorm or generate ideas during early stages of assignments;
- Improve grammar, clarity, or structure in writing;
- Explore alternative explanations of complex concepts;
- Generate practice questions or clinical vignettes aligned with learning objectives;
- Create study guides, summaries, or review materials using original content;
- Develop visual aids such as flowcharts or diagrams for presentations; or
- Assist with writing or debugging code.

## **Examples of Unacceptable AI Use**

The following uses are prohibited and may result in disciplinary action:

- Submitting AI-generated content as original work without disclosure;
- Using AI to complete assessments or generate responses for exams, quizzes, or assignments meant to assess individual knowledge;
- Misrepresenting AI-assisted content as human-authored in reflective or analytical assignments;
- Fabricating false data, sources, or citations;
- Using AI to generate clinical documentation outside of approved EHR systems;
- Drafting communications (e.g., emails, applications) that misrepresent identity or intent;
- Creating content that is offensive, discriminatory, or violates University values;
- Simulating peer feedback or participation in group work without meaningful contribution; or
- Uploading any course-related content into unapproved, open AI platforms.

**The use of artificial intelligence (AI) glasses, smart glasses, or similar devices are strictly prohibited in any laboratory or clinical setting.**

- AI glasses and similar devices are generally characterized by having advanced sensors, cameras, microphones, and/or displays that allow them to interact with the user and their surroundings.

## **Duration of Policy**

This Policy is effective as of the date identified above and shall remain effective until amended or recommended to be terminated by the Dean and Chief Academic Officer of CUSOM.

## **Policy Review**

This Policy is reviewed and revised as needed.

## **Changes to this Policy**

CUSOM reserves the right to make changes to this Policy at any time.