TRINITY COLLEGE
STATEMENT ON THE USE OF GENERATIVE ARTIFICIAL INTELLIGENCE TOOLS

Statement

The sophistication and use of generative artificial intelligence (AI) tools is growing rapidly. The ethical and responsible use of generative AI at Trinity College must be balanced with upholding the principles of academic integrity and protecting the privacy and security of college technology resources and data. This document shares guidelines for the ethical and responsible use of generative AI tools at Trinity College. As generative AI tools are evolving, these guidelines will be updated.

Ethical and Responsible Use of Generative AI Tools

Generative AI tools must be used in a manner consistent with the college's academic mission, as a liberal arts institution that is committed to student learning and whose faculty are actively engaged in teaching and scholarship.

All users of generative AI tools must abide by the following standards of behavior:

- The use and procurement of generative AI tools is subject to existing Trinity College policies, standards, procedures, and guidelines; faculty, staff, and student manuals; and professional codes of conduct.
- You are responsible for any content that you produce using generative AI tools, including any mistakes made by the generative AI tool or any allegations of copyright infringement. If you are unsure about the accuracy or origin of any content created by a generative AI tool, it is your responsibility to verify the content before use.
- Do not enter confidential, sensitive, and personally identifiable information into generative AI tools. Data shared in generative AI tools is not private, and any data entered into a generative AI tool is collected and stored as part of the tool's learning processes. Do not assume that generative AI tools comply with laws and regulations designed to protect confidential information.
- Promptly report potential information security incidents, including the use of sensitive college data in a generative AI tool, to security@trincoll.edu.

Additional guidance for faculty members and other instructors:

- Clearly communicate expectations to your students in all of your courses regarding permitted and restricted uses of generative AI tools and include such statements in class syllabi. You may draw on the language in this statement.
- Remind students about their academic integrity obligations and the practical consequences of academic integrity violations.

- Exercise caution when using generative AI plagiarism detection tools, as their accuracy is not guaranteed; such tools can return false positives and introduce bias against non-native English speakers, as well as students with disabilities or diverse learning needs.
- Exercise caution when using generative AI in your research activities. Familiarize yourself with any policies and rules regarding generative AI use promulgated by the organization funding your research. Be mindful that sharing research data in a generative AI tool effectively publishes that research for public use.

This guidance is developed jointly by the Vice President for Library and Information Technology Services and the Vice President for Academic Affairs/Dean of Faculty, and it is endorsed by the Library and Information Technology Committee and the Center for Teaching and Learning.

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Related Policies

- Faculty Manual, *see* Statement on Professional Ethics
- Student Integrity Contract
- Employee Handbook
- Policy on Acceptable Use
- Policy on Information Security
- Data Classification Standard
- Policy on Technology Resource Procurement

Additional Resources

Center for Teaching and Learning resources on Generative AI, https://www.trincoll.edu/ctl/generative-ai/

Allan K. Smith Center for Writing and Rhetoric, A.I. Writing and Effective Learning, https://www.trincoll.edu/writing-center/sample-page/a-i-writing-and-effective-learning/

Information technology policies and procedures can be found at: https://www.trincoll.edu/lits/help-support/security/information-technology-policies-procedures/