

# COLLEGE OF MICRONESIA-FSM

## BOARD POLICY No. 8940

---

### Artificial Intelligence (AI) Policy

Date Adopted: 27 August 2025

Date Revised: 27 August 2025

Date Reviewed: 27 August 2025

References: Stanford University's Institute for Human-Centered AI, MIT's Responsible AI guidelines, UNESCO's Recommendation on the Ethics of Artificial Intelligence, OECD's AI Principles, EDUCAUSE AI Guidance for Higher Education, Ethical principles from OpenAI, and Google, Palau Community College.

### Purpose

This policy ensures the ethical, inclusive, and responsible use of Artificial Intelligence (AI) by students, faculty, and staff at COM-FSM. It aligns with the Strategic Plan 2025–2030, promoting AI use as a catalyst for innovation, student success, operational efficiency, and cultural preservation across the institution.

### Strategic Alignment

This policy supports the following COM-FSM strategic goals:

- **Transformative Learning Experiences:** Enhancing pedagogy and student support using culturally sensitive AI tools.
- **Equity and Access:** Ensuring all learners, including those in remote islands, can benefit from AI-supported learning.
- **Technological Modernization:** Advancing COM-FSM's digital infrastructure responsibly through AI integration.
- **Cultural Relevance and Integrity:** Embedding respect for Micronesian culture in all AI-related applications.
- **Institutional Excellence:** Strengthening decision-making, administration, and faculty productivity with transparent AI use.

### Scope

This policy applies to:

- **Students** enrolled in any academic or continuing education program.
- **Faculty and Staff** across all campuses and departments.
- **AI Technologies** used for instruction, learning, research, administration, creative tasks, and decision support.

## Ethical Principles for AI Use

- I. Student Success and Learning Support**  
AI must be used to support—not replace—student learning. It should help clarify complex topics, provide feedback, and facilitate deeper understanding while maintaining human mentorship and guidance.
- II. Transparency**  
All academic or administrative work assisted by AI must be clearly labeled (e.g., “AI-assisted”), with appropriate attribution when content is generated using such tools.
- III. Integrity and Accountability**  
Using AI to cheat, plagiarize, fabricate data, or mislead is prohibited. Users must accept responsibility for the ethical application of AI tools and the integrity of their outcomes.
- IV. Fairness and Equity**  
AI must be deployed to narrow, not widen, existing gaps in access and outcomes. It should be accessible to students from all islands, regardless of bandwidth or device limitations, and must not embed cultural or algorithmic bias.
- V. Privacy and Security**  
Personal and institutional data must not be entered into or shared with AI tools without proper consent. AI usage must comply with institutional data governance and privacy standards.
- VI. Human Oversight**  
All final decisions about grading, student progress, hiring, or college operations must remain under human authority. AI should only act in a support capacity.

## Acceptable Uses of AI

AI tools may be used for:

- **Learning Support:** Tutoring, concept review, and study aids.
- **Research Assistance:** Summarization, idea generation, data categorization (with human validation).
- **Creative Projects:** Brainstorming or prototyping in writing, media, and design.
- **Administrative Efficiency:** Drafting emails, scheduling, basic data analysis, and reporting.

All uses must be disclosed, reviewed, and contribute to student success or institutional improvement.

## Instructor Discretion on AI Use in Coursework

Instructors may define the permitted scope of AI usage within their individual courses to maintain academic integrity and meet specific learning outcomes. These expectations must be:

- Clearly outlined in the course syllabus at the beginning of the term,
- Consistent with this institutional AI policy,
- And not undermine equitable access or the development of responsible AI literacy.

## Prohibited Uses of AI

AI must not be used to:

- Complete graded assignments or exams in a way that misrepresents the student's own effort or violates academic integrity.
- Generate submissions that misrepresent authorship or effort.
- Manipulate institutional data, grades, or records.
- Create misleading, harmful, or culturally inappropriate content.
- Circumvent policies on data privacy or cybersecurity.

## Enforcement and Sanctions

Violations will be addressed under applicable COM-FSM policies and may include:

- **Students:** Warnings, grade penalties, academic probation, suspension, or expulsion.
- **Faculty/Staff:** Counseling, performance review, suspension, or termination under HR policies.
- **Educational Remedies:** Completion of AI ethics training or supervised project revisions.

## Education, Monitoring, and Review

- COM-FSM will provide regular **training** on responsible AI use and its ethical implications.
- A **college-wide review** of AI practices and impacts will be conducted regularly to ensure ongoing alignment with the Strategic Plan and emerging best practices.
- The policy will be updated regularly to reflect technological, cultural, and institutional developments.

## Commitment to Cultural and Institutional Values

This policy affirms COM-FSM's commitment to **Micronesian values**, inclusive education, and digital transformation. AI will be used as a **force for good**, enhancing learning and institutional quality while honoring local traditions, languages, and knowledge systems.

## Policy Relationships

Board Policy 8940 shall be applied in coordination with—but does not supersede—the following existing COM-FSM policies:

- BP 6009 – Student Code of Conduct
- BP 6012 – Academic Honesty Policy
- BP 6024 – Data Privacy Policy
- BP 6015 – Acceptable Use Policy for Technology
- BP 6050 – Intellectual Property Rights

## Appendix A: Definitions

- **Artificial Intelligence (AI):** Technology that simulates human intelligence—such as language processing, image recognition, or decision-making.
- **AI-Assisted:** Human work that uses AI for support (e.g., grammar checking, idea generation).
- **AI-Generated:** Content mostly or entirely created by AI tools.
- **Bias (Algorithmic Bias):** Unfair outputs in AI caused by flaws in data or design.
- **Data Privacy:** The protection of sensitive institutional or personal data from unauthorized use.
- **Human Oversight:** Requirement that final authority remains with a person, not AI.
- **Plagiarism (AI Context):** Using AI content without attribution or pretending it's original work.
- **Transparency:** Disclosing when and how AI was used in academic or professional work.
- **Responsible AI Use:** Ethical, safe, and culturally appropriate application of AI tools.
- **Culturally Inappropriate Content:** AI outputs that disrespect Micronesian culture or values.
- **AI Literacy:** Understanding how AI works, its limits, risks, and ethical issues.