



GAI Syllabus Statements

It is reasonable to expect students to obey your policy on the use of GAI, however, they can't obey that policy unless it is clearly articulated and freely available. [University policy](#) requires that all instructors have an AI policy that, at a minimum, addresses the kinds of AI allowed, the purposes for which it may be used, and how it should be acknowledged. The nature of your policy will vary, depending on your philosophy about incorporating GAI into your course, and the learning outcomes you desire of your students. Working together with your students to outline such a policy may yield greater ownership over the policy and therefore greater compliance. Samples of GAI syllabus policies are given below, though a more comprehensive collection of statements is available as a shared [Google Doc from Lance Eaton \(2023\)](#).

Prohibiting Use of GAI

- “Since writing, analytical, and critical thinking skills are part of the learning outcomes of this course, all writing assignments should be prepared by the student. Developing strong competencies in this area will prepare you for a competitive workplace. Therefore, GAI generated submissions are not permitted and will be treated as plagiarism. Although you may use AI grammar checkers and spelling checkers, you are expected to keep drafts of your unaltered documents and justify modifications you've made using these AI tools upon request.” *Modified from a statement offered freely by Jill Hogan, Higher Ed Discussion of AI Writing Facebook Group.*
- “In this course, the use of Generative Artificial Intelligence (GAI) systems, including but not limited to AI writing assistants, AI problem solvers, and AI research tools, is strictly prohibited. This policy is in place to ensure that all students engage deeply with the course material and achieve the learning outcomes through their own efforts. The process of grappling with new concepts, ideas, and problems is essential to the learning experience. While GAI systems can provide quick answers, they may impede the deep, critical thinking and problem-solving skills that we aim to foster in this course.

“Any use of GAI systems in completing assignments, projects, or exams will be considered a violation of the course's academic integrity policy. Students found to be in violation may face penalties as outlined in the [UWSP Academic Misconduct Policies](#).

“I encourage students to seek help from the instructor, peers, or the Tutoring and Learning Center when they encounter difficulties in understanding or applying course concepts.

“Please note that this policy does not prohibit the use of specific, approved technology tools that are required for the course (e.g. grammar and spelling checkers in Microsoft Word) will be clearly outlined in the course materials.” *Generated in conjunction with Microsoft Copilot.*

- “One goal of this course is for you to work on developing the discipline-specific writing skills that you will need to be successful as a professional in this field. I want to acknowledge that buzz about ChatGPT and other generative AI tools poses some interesting questions about the need for developing these skills, and how such tools can be used in higher education. Given that this technology is still in its infancy and that my goal is for you to develop your skills as writers, the unauthorized use of ChatGPT or other AI writing tools, is not permitted in this course. Students found to be using such tools will be considered as engaging in conduct aimed at making false representations of a student’s academic performance, and will be subject to disciplinary action as defined in the [UWSP Academic Misconduct Policies](#).”

Supporting Use of GAI

- “I recognize the potential of General Artificial Intelligence (GAI) systems, including AI writing assistants, AI problem solvers, and AI research tools, to support student learning. Because Microsoft Copilot is approved by UWSP, I recommend this tool over others. It’s important to note that while these tools can be beneficial, they are not a substitute for your own critical thinking and problem-solving skills.

“For some assignments and activities, the use of GAI systems will be permitted and even encouraged. These assignments will be clearly marked, and I will provide guidance on how to use GAI systems effectively to enhance your learning. You should keep a file of the original GAI output, and a record of how you have modified it, to produce upon request.

“For other assignments, the use of GAI systems will not be allowed. These assignments are designed to challenge you to engage deeply with the course material and to develop your own understanding and skills. Using GAI systems for these assignments would undermine these learning outcomes and will be considered a violation of the course’s academic integrity policy.

“Please note that any use of GAI systems must be acknowledged in your work. You are expected to note the specific GAI tool used and the wording of your prompt/s in the acknowledgement section in your papers. Failing to do so will be considered a breach of academic integrity, which may result in penalties as outlined in the [UWSP Academic Misconduct Policies](#).

“I encourage you to make the most of the learning opportunities provided in this course, and to seek help from the instructor, the Tutoring and Learning Center, or peers when you encounter difficulties.” *Generated in conjunction with Microsoft Copilot.*

Elevating Student Learning through the Use of GAI

- “I embrace the potential of General Artificial Intelligence (GAI) systems, including AI writing assistants, AI problem solvers, and AI research tools, to enhance student learning. Because Microsoft Copilot is approved by UWSP, I recommend this tool over others. GAI tools can be partners in the learning process, providing unique opportunities for exploration, discovery, and creativity.

“I encourage you to use GAI systems to support your learning in this course. These tools can help you understand complex concepts, generate ideas, solve problems, and engage with the course material in new and exciting ways. However, it’s important to remember that these tools are designed to support, not replace, your own critical thinking and problem-solving skills. Therefore, you should keep a file with original GAI output, and a record of what changes you’ve made to them in your final work, to be produced upon request.

“When using GAI systems, I ask that you:

- “Use them as a tool for learning, not just for finding quick answers.
- “Reflect on the information and suggestions provided by the GAI, critically evaluating their relevance and accuracy.
- Acknowledge the use of GAI systems in your work. This promotes transparency and academic integrity. You are expected to note the specific GAI tool used and the wording of your prompt in the acknowledgment section of your papers. Failing to do so will be considered a breach of academic integrity, which may result in penalties as outlined in the [UWSP Academic Misconduct Policies](#).

“Please note that while I encourage the use of GAI systems, they are not required for this course. If you choose not to use these tools, or if you do not have access to them, you will not be at a disadvantage. The most important factor in your success in this course is your own effort and engagement.” *Generated in conjunction with Microsoft Copilot.*

Optional Inclusion:

If you plan to use GAI to support or elevate student learning, you may wish to include the following limitations in your syllabus statement.

“GAI Limitations, Potential Risks, and Academic Misconduct

As you use GAI, I want you to consider some limitations, risks, and ethical considerations.

- If you provide minimum-effort prompts, you will get low-quality results. You will need to refine your prompts to get good outcomes. This will take work.
- Don’t trust anything it says. If it gives you a number or fact, assume it is wrong unless you either know the answer or can check with another source. You will be responsible for any errors or omissions provided by the tool. It works best for topics you understand.
- Be thoughtful about when this tool is useful. Don’t use it if it isn’t appropriate for the case or circumstance.
- GAI is a tool, but one that you need to acknowledge using. Please ensure that you follow instructions to properly document your GAI use. Failure to do so is in violation of academic honesty policies. Please refer to the [UWSP Academic Misconduct Policy](#) if you are not aware of it.
- AI cannot replace your learning or thinking. If you use AI in place of doing the work necessary to learn, you are potentially harming yourself and reducing what you take away from this learning opportunity.

- Uploading or copying copyrighted material to a generative AI tool may be a breach of copyright law. I suggest that you only submit items to AI that are freely available online (things that can be accessed without any logins, fees, or subscriptions).”

References and Resources:

Bowen, J. A., & Watson, C. E. (2024). *Teaching with AI: A practical guide to a new era of human learning*. Johns Hopkins University Press

Eaton, Lance. 2023. [Classroom Policies for AI Generative Tools](#).