


Category	Educational Programs	Policy Number	ACA-PRO-206	 جامعة زايد ZAYED UNIVERSITY
Classification	Public	Version	1.0	
Responsible Office	Provost	Policy Owner	Dean of Academic Affairs	
Date Approved	14 November 2024	Effective Date	14 November 2024	
Date Last Reviewed	New Policy	Due Date for Next Review	14 November 2027	

POLICY

Academic Use of Generative Artificial Intelligence

1. Purpose

This policy outlines the guiding principles that govern the use of Generative Artificial Intelligence for academic purposes at Zayed University.

2. Scope of Application

This policy applies to all faculty, staff, and students engaged in teaching, learning, assessment, and scholarly activities at Zayed University.

3. Definitions

AI	Artificial Intelligence
genAI	Generative AI
Generative AI Tools	A diverse range of technologies that can create content, ideas, or solutions autonomously or with minimal human intervention.
PCO	Programs and Curricula Office
Provost	Provost and Chief Academic Officer
University	Zayed University

4. Policy

As technology continues to evolve, the integration of Artificial Intelligence (“AI”) in various aspects of academia has become increasingly prevalent. Recognizing the potential benefits and challenges associated with AI in teaching, learning, assessment, and scholarship, the University has established this policy for the responsible and ethical use of generative AI within our academic community.

5. Guiding Principles

5.1 Generative AI Tools

- 5.1.1** Generative AI (“**genAI**”) tools encompass a diverse range of technologies that can create content, ideas, or solutions autonomously or with minimal human intervention.
- 5.1.2** Types of genAI tools include but are not limited to: Natural Language Generation, Text Generation, Image Generation, Music Generation, Video Generation, Code Generation, Design Generation, and Content Creation Platforms.
- 5.1.3** A variety of genAI tools are available for use in higher education teaching, learning, assessment, and scholarship. The selection and use of these tools must be guided by educators in a way that can ensure a learning environment that preserves academic integrity while enhancing creativity.
- 5.1.4** Specific genAI tools that have been vetted by the Zayed University (“**University**”) Library for access by faculty and students can be found in the *Library AI Guide*.

5.2 Pedagogical Integrity

AI must be employed in ways that enhance the quality of education and academic research while preserving the integrity of teaching, learning, and assessment processes. It must complement, rather than replace, human expertise and judgment in educational settings.

5.3 Use of AI in Course Teaching and Assessment

5.3.1 Planning/Generating Ideas for Teaching

Faculty can use genAI tools in the development of lesson plans and course structures, facilitating effective instructional design processes.

5.3.2 Generating Course Content

Faculty may utilize genAI tools to generate course content, ensuring alignment with course learning objectives and pedagogical standards.

5.3.3 Generating Formative Assessment and Feedback

Faculty may utilize genAI tools to create formative assessment items based on text and video content, enhancing feedback mechanisms for student learning.

5.3.4 Use of AI in High-Stakes Assessment

The use of AI in high-stakes course assessment must be carefully considered, with faculty to establish clear criteria for different levels of AI involvement and the evidence required to support each level.

5.4 Students Using AI for Learning

5.4.1 At the discretion of the instructor, students in a course are permitted to use genAI to generate ideas for an assignment, generate content for an assignment, and/or edit an assignment as long as they acknowledge such use and follow the instructor’s guidelines for documenting such use.

5.4.2 Faculty must inform students in their course of the extent of the permissible use of AI for learning and assessment.

5.5 Use of AI and Academic Integrity

The use of AI in academic activities must adhere to the principles of academic integrity as these are outlined in the University Policy on Academic Integrity, with faculty and students maintaining accountability for the originality and authenticity of their work.

5.6 Use of AI and Equity and Inclusion

All applications of AI tools must be designed and implemented in a manner that upholds principles of equity, accessibility, and inclusivity. Efforts must be made to ensure that AI technologies do not perpetuate biases or discrimination based on factors such as race, gender, ethnicity, socioeconomic status, or disability.

5.7 Transparency and Accountability

The use of AI in teaching, learning, assessment, and scholarship must be transparent, with clear explanations provided regarding how AI was used.

5.8 Data Privacy and Security

Protecting the privacy and security of student and faculty data is paramount. Any AI tools utilized must adhere to relevant data protection laws and institutional policies. Data collected and processed by AI must be used solely for educational and research purposes and handled in accordance with ethical guidelines.

5.9 Continuous Evaluation and Improvement

Regular evaluation of AI systems must be conducted to assess their effectiveness, impact, and ethical implications. Feedback from stakeholders, including students and faculty, must be solicited to inform improvements and address concerns.

6. Related Policies and Laws

- ACA-STU-201 Student Code of Academic Integrity
- SUP-ITS-204 Data Security
- UNI-LEG-301 Copyright
- UNI-LEG-302 Intellectual Property
- Federal Decree-Law no.38 of 2021 re: Copyrights and Neighboring Rights
- ZU Research Ethics Procedures

7. Administration

This policy is administered by the PCO.

8. Revision History

Date	Revision	Ver.
14 November 2024	Approved by ARSAC subject to minor revisions to 5.3.4 and 5.4.1 (<i>actions completed</i>).	1.0
5 November 2024	Endorsed by the University Policy Standing Committee subject to adding “Academic” to the beginning of the policy name (<i>action completed</i>).	
11 June 2024	Endorsed by the Provost’s Council.	

3 June 2024	Endorsed by the Deans' Council.	
8 May 2024	New policy drafted.	