JACKSON COLLEGE
BOARD OF TRUSTEES POLICY

Policy Type: EXECUTIVE LIMITATIONS

Policy Title: Use of Artificial Intelligence and Machine Learning
Policy Number: EL 13
Date Adopted: 02.17.25

Version: 1.0
Date Last Reviewed: 03.17.25
Responsible Party: Chief Governance Officer

Reviewing Committee: Chairwoman Patterson, Vice-Chairwoman Lake, Trustee Simpson

Governance Process | **ENDs**
Board – CEO Delegation | **Executive Limitations**

EXECUTIVE LIMITATIONS STATEMENT:

The CEO shall not cause or allow the use of Artificial Intelligence (AI) and machine learning technologies to deviate from ethical standards, compromise privacy, or fail to align with the Board's Ends priorities and the institution's mission.

Further, without limiting the scope of the above statement by the following list, the CEO shall not:

1. Avoid ethical and legal compliance regarding AI utilization.
    1.1 Implement AI systems that do not adhere to applicable legal standards, ethical guidelines, and best practices in higher education.
    1.2 Allow the use of AI that could lead to discrimination, bias, or unfair treatment of any individual or group.
    1.3 Deploy AI technologies without a thorough ethical review process.

2. Neglect protection for individual and institutional privacy and security.
    2.1 Use AI in a manner that compromises the privacy of students, faculty, staff, or \ other stakeholders.
    2.2 Fail to implement robust data security measures to protect sensitive information used or generated by AI systems.
    2.3 Allow AI to access, process, or store data without appropriate consent and transparency measures in place.

3. Operate AI systems without transparency and accountability for use.
    3.1 Fail to maintain transparency about the purposes, capabilities, and limitations of AI systems used within the College.
    3.2 Deploy AI without establishing clear lines of accountability for its operation, outcomes, and impact on the college community.
    3.3 Implement AI systems without regular audits and evaluations to ensure compliance with ethical and legal standards.

4. Fail to consider the impact of AI on education and employment.
    4.1 Use AI in ways that undermine the quality of education or devalue the role of educators.
    4.2 Implement AI-driven decisions that significantly impact employment without due consideration of the human and social implications.
    4.3 Allow AI to replace human decision-making in areas where human judgment is essential.

5. Neglect to provide relevant and ongoing training and awareness of AI, its strengths, limitations, and responsibility for its use.
    5.1 Fail to provide adequate training for faculty, staff, and students on the ethical use and implications of AI.
    5.2 Deploy AI technologies without ensuring that users are adequately informed about how to use these systems responsibly and effectively
    5.3. Allow the use of AI without clear instruction to users regarding consequences for destructive or misuse.

Date Of Change	Version	Description of Change	Reviewing Trustees
02.17.25	1.0	Adoption	CGO
03.17.25	1.0	Reviewed for federally mandated compliance. No changes made.	CGO