An *AI policy* is a set of guidelines and expectations on AI use that you may want to include in your syllabus. It can help students make sense of how you want AI integrated in your classroom.

Below, I provide some sample language for creating an AI policy in your syllabus. There are a few important components. First, I make it clear why I think AI use should/should not be considered by the students. I also make it clear that in my class, AI use is a choice and is never required. If you do want to make it required, it's helpful to explain why. Second, I make sure students understand that there is a strict difference between using AI as a tool/resource and using AI to cheat and avoid work. The latter is an integrity violation and involves consequences. Third, I lay out clear rules and expectations about my course and the use of AI in it. These will vary from course to course. When appropriate, I try to supply reasoning about my expectations. Finally, I make it clear how I and other instructors will be using AI.

LLMs and AI:

LLMs and their use in mathematics, industry, research, and education is very new. It is important to take this technology seriously and learn how to live in a world where it will be increasingly central. That said, remember that you are a guinea pig in a massive human experiment with an outcome that no one yet understands. Be smart and take the time to make sense of your own best interest over multiple timescales.

I am openly trying to develop policies and pedagogy related to this concept in real-time as we work together. Here are the ground rules for this course, which may be modified as we proceed. ***If you are using LLMs in a way prohibited by the course, you may be subject to academic integrity and conduct violation investigations.***

1) <u>You will never be required to use LLMs</u> for the work you do in this course. Everything is designed to be completable without AI, and you will not be penalized in any way for not using it.

2) <u>DO NOT USE LLMs</u> <u>for the following writing-based work:</u>

I. to write emails to me
II. to write up your solutions to and discussions of your homework problems (these should be in your own words!)
III. to contribute to discussion boards with me or with peers

My reasoning has two dimensions. First, writing is epistemic: we learn when we write and explain and revise, and producing well-polished, concise and clear results is a skill you need to actively develop if you want to pursue a career in science, mathematics, engineering, or related fields. Second, I personally dislike the way AI-based writing sounds. One of the most rewarding parts of teaching is getting to know your students through conversations, writing, and the way they solve problems. I love the many voices and varied ideas that come through when students communicate.

3) DO NOT USE LLMs to solve your homework problems**:** **Cheating on your homework in any form is prohibited.** Cheating means passing off solutions/work you did not do as your own work. This includes having LLMs blatantly provide solutions for homework problems.

4) LLMs and coding: If you use LLMs for coding, you need to disclose what the LLM was used for and which model was used. Please make an effort to reformulate code you hand in so that it is not overly verbose or difficult to read (you can lose points for this). You are fully responsible for the code you turn in, and if it is ineffective or suboptimal, you can lose points.

5) LLMs for other purposes: It is fine to use LLMs to help with LaTeX syntax or to transform your handwritten work into a faithful LaTex-based copy. It is also OK to use LLMs for tutorial purposes that help you better understand course content. You can even ask an LLM about content-related topics that will help you complete homework. The key difference between this and cheating is *using an LLM to help you learn* vs. *using an LLM to avoid critical work that is part of the learning process.* This requires judgment on your part: see the video tutorial for some guidance.

6) Instructor/TA LLM use: I (and TAs) will not use LLMs to grade your work, design/write homework/quiz/exam problems, create lecture material, answer student questions, or respond to emails. I will use LLMs to transfer my handwritten notes into digitally-accessible notes (both versions will be posted), and I may use them for certain aspects of coding, checking my work when I design problems, or testing lecture material to try and identify gaps or problems.