AI Policy Committee Minutes
28 October 2024

The AI Policy Committee meeting was called to order at 11:03 by Hanna Howell

Members in attendance: Justin Carter, Hanna Howell, Timothy Worley, , Neysa Brown, Brandon Blaylock, Ethan Humphres, Mary Beth Willis,

Members not in attendance: Baylee Smith, Nick Gordon, Mandy McGinnis

Dr. Howell introduced new committee member Sam Votaw

Meeting minutes from 10/14 were unanimously approved

The committee discussed syllabus wording and voted unanimously to require an AI statement in all class syllabi. Template wording will be provided for faculty use and will be editable by instructors. Mr. Humphres suggested adding privacy information to the Prohibited Use section.

Dr. Carter gave an update on the Best Practices Website, it should be sent to the committee via Teams for approval no later than Wednesday, 10/30

Dr. Howell will compile all changes to the policy and it will be sent to the committee for voting via Teams no later than Thursday, 10/31.

The next meeting was set for 11/11 at 11:00am. This meeting maybe canceled if policies have been sent to the shared governance committee.

The meeting adjourned at 11:24 am.