

Appendix E: ASUMH PROPOSAL FORM

1. Submitted to the	Committee on this date: March 7, 2025
	<div style="border: 1px solid black; padding: 2px; display: inline-block;">Academic Affairs Committee</div>
	Estimated time needed to present proposal: five minutes ten minutes fifteen minutes
2. Is this proposal a notification of change in an administrative process? Changes in administrative processes need not proceed through the shared governance.	
3. Please provide a detailed description of the proposed activity, policy, or practice.	
Faculty shall include an AI statement in their syllabi as an addendum to the existing syllabus Academic Integrity/Plagiarism statement. This statement will outline the permissible use of AI tools in the course, the expectations for proper citation, and the consequences of misuse. Faculty may also choose to include a statement that prohibits the use of AI tools entirely, depending on the course requirements and objectives.	
4. Does this proposal amend or abolish a current activity, policy, or practice? If so, please list current activity, policy, or practice.	
<div style="border: 1px solid black; padding: 2px;">This proposal amends the current syllabus template.</div>	
5. Will this proposal require budgetary expenditures? If so, please provide an estimated amount.	
<div style="border: 1px solid black; padding: 2px;">No budgetary expenditures will be required.</div>	
6. Will this proposal require the formation of a work group to study and recommend regarding the proposal? If so, please attach a Work Group Committee Recommendation Form. Yes No	
7. Submitted to the SGOC by committee on this date: 3/10/25	
8. Faculty and Staff Senate and SGA amendments:	
9. Faculty and Staff Senates, SGA, and Committee review completed on this date: 03/11/2025 - Staff Senate	
10. Submitted to Chancellor by SGOC on this date: 03/31/2025	
11. Chancellor's approval, assignment, and comments: 03/14/2025 - Faculty Senate	
12. Proposed activity completed on this date:	

Nathan Lueck

From: Tina Bradley
Sent: Monday, March 10, 2025 8:35 AM
To: Nathan Lueck; Brian D Bigelow
Subject: Proposal for Senate review
Attachments: AI Syllabus Statement Proposal.pdf

Good morning Nathan & Brian,

I have a proposal from the Academic Affairs Committee for review of the staff and faculty senates. This proposal comes from the AI Workgroup, regarding a mandatory syllabus statement clarifying whether students are allowed to use AI tools for the class.

Just a note of information regarding the proposal — this is a direct address to the results of a recent survey of all students conducted by the AI Workgroup. Out of 124 respondents, 99 students indicated that they felt clarity from instructors regarding the use of AI was very important to them. This was the highest response to any question on the survey.

We are hoping to have this proposal moved through the approval process as quickly as possible, as the new syllabus template is currently being finalized.

Thanks!
Tina

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Tina Bradley
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