

Guidelines for Responsible and Ethical Use of Generative AI Tools

Doing academic work means the thinking, analysis, and writing you turn in is genuinely yours. AI can be a powerful tool in that process, but it cannot replace it. The goal of this course is to help you develop your own voice and critical thinking skills. AI works best here when it supports that development, not when it shortcuts it.

Encouraged Uses

AI as a Workout Partner: Use AI to think out loud. Stuck on a topic? Talk it through with AI the way you'd talk it through with a classmate. Push back on what it says. Ask follow-up questions. The goal isn't to get an answer — it's to sharpen your own thinking.

Try this: "I'm writing about [topic]. My current thinking is [your idea]. What's the strongest counterargument someone might make?"

AI as a Reading Companion: Struggling with a difficult text? Ask AI to explain a passage in plain language, define an unfamiliar concept, or give you background on a historical reference. This is especially useful for dense academic sources or unfamiliar cultural contexts.

Try this: "Here is a passage from my source: [paste passage]. What is the author arguing here, and what context do I need to understand it?"

AI as a Research Starting Point: AI can help you get your bearings on an unfamiliar topic — think of it like a knowledgeable friend giving you a quick overview before you dive into real sources. Use it to understand the landscape of a debate, identify key terms, or narrow down your research question.

Try this: "I'm interested in writing about [broad topic]. What are the main debates or perspectives on this issue? What questions do researchers ask about it?"

AI as a Grammar and Style Editor You may use tools like Grammarly to edit your writing for grammar, clarity, and flow. If you do, include this statement at the end of your essay:

"During the editing process, I used AI-powered writing assistance tools. All content and ideas in this paper are my own."

Prohibited Uses

Submitting AI-generated text as your own writing — whether a full essay, a paragraph, or a discussion post — is **AI plagiarism** and a violation of the college's academic integrity policy. This includes using AI to draft, structure, or write any portion of your submitted work.

If AI detection tools flag your assignment, you may receive a zero, and I reserve the right to request a meeting to verify authenticity.

❖ A Few Things to Keep in Mind

- **AI hallucinates.** It can confidently generate inaccurate information, fabricated statistics, and fake quotations. Always verify anything AI tells you against a real source before using it.
- **AI cannot read your course texts for you.** Your written work must reflect your own close reading, with specific quotes and citations from course materials. AI cannot do this accurately.
- **If you cite AI, cite it properly.** If AI-generated content appears in your work as a source, cite it in MLA format:

- **In-text citations**

While the green light in *The Great Gatsby* might be said to chiefly symbolize four main things: optimism, the unattainability of the American dream, greed, and covetousness, arguably the most important—the one that ties all four themes together—is greed.
(“Describe the symbolism”)

- **Works-cited entry**

“Describe the symbolism of the green light in the book *The Great Gatsby* by F. Scott Fitzgerald” prompt. *ChatGPT*, 13 Feb. version, OpenAI, 8 Mar. 2024, chat.openai.com/chat

Not sure if AI use is allowed? Ask me first always.