General Institution

BP 3775 RESPONSIBLE USE OF ARTIFICIAL INTELLIGENCE

Reference(s):

Education Code Sections 70902 subdivision (b)(7), ~~and~~ 76200 et seq.; and 87359.2
Title 5 Sections 53200 et seq., 51023.5, 51023.7, and 59300 et seq.;
California Constitution, Article I, Section 1;
Family Educational Rights and Privacy Act (20 U.S. Code Section 1232g; 34 Code of Federal Regulations Part 99);
Government Code Sections 11135 and 12940 et seq.;
Section 504 of the Rehabilitation Act of 1973 (29 U.S. Code Section 794);
Americans with Disabilities Act, Title II (42 U.S. Code Sections 12131 et seq.);
17 U.S. Code Sections 101 et seq.;
California Community Colleges Chancellor's Office HUMANS Principles;
Memoranda ISTI 25-300-01, ISTI 25-300-02, and ESS 26-52

The Board of Trustees recognizes that artificial intelligence (AI), including generative and agentic systems, is changing teaching, learning, work, and public service. The district supports the responsible exploration and use of AI when it advances student learning and success, workforce preparation, equitable access, innovation, or effective operations, and when it complies with applicable law, Board policy, academic freedom, and district values. Terms describing AI systems and their uses shall be further defined in the accompanying administrative procedure.

This policy applies to district-related uses of AI in instruction, student services, employment, administration, research, communications, and institutional operations, including AI capabilities developed by the district or obtained from third parties. District-related AI use shall be guided by the following principles:

- **Human-centered judgment and accountability.** ~~AI~~ When AI is used, it shall augment, not replace, appropriate human expertise, relationships, and responsibility. AI shall not be the final authority for a consequential decision affecting an individual's rights, access, status, employment, academic standing, or educational opportunity. A qualified human decision maker shall retain authority, and a meaningful opportunity for review or correction of the outcome shall be available through existing district complaint, grievance, and appeal processes.

- Equity, accessibility, and nondiscrimination. AI systems and uses shall be evaluated and monitored to ~~promote~~ ensure equitable access, accommodate learner variability and disability, and prevent discriminatory or disproportionately ~~harmful~~ impacted outcomes. Reasonable alternatives and access to human assistance shall be provided when necessary to ensure accessibility, due process, or equitable access.

- **Privacy, security, and intellectual property.** The district shall protect personal, confidential, proprietary, and institutionally controlled information. AI shall be used consistently with data-governance, records, cybersecurity, copyright, and intellectual-property obligations. AI shall not be used to generate, replicate, or mimic an individual's likeness or voice without appropriate consent or authorization.

- **Transparency, accuracy, and integrity.** Individuals shall receive appropriate notice and explanation when AI materially contributes to a consequential decision, service, or communication. For purposes of this policy, AI materially contributes when its output meaningfully informs, recommends, ranks, evaluates, or otherwise influences the outcome, even though a qualified human decision maker retains final authority. Members of the district community remain accountable for AI-assisted work they adopt, submit, communicate, or act upon. They shall verify its accuracy, assess potential bias, and disclose or attribute AI use when required by law, policy, or applicable academic or professional standards.

- **Teaching, learning, and academic freedom.** AI shall support, ~~not diminish~~when appropriate, critical thinking, creativity, authentic learning, and meaningful evidence of student achievement. Districtwide procedures shall establish institutional guardrails while respecting faculty primacy in academic and professional matters, professional judgment, academic freedom, disciplinary context (Faculty Association contract), and the roles of the Academic/Faculty Senates in curriculum, grading, faculty professional development, and other academic and professional matters, consistent with applicable law, Board policy, and collective bargaining agreements. Course-level expectations for AI use shall be communicated clearly to students through course syllabi.

- **AI literacy and continuous improvement.** The district shall support equitable access to role-appropriate AI literacy, training, and guidance for students and employees. AI systems and significant uses shall be evaluated and ~~periodically~~ regularly reviewed in proportion to their potential benefits and risks, including effectiveness, accuracy, bias, accessibility, privacy, security, environmental and resource impacts, and alignment with the district's mission.

The Chancellor shall establish, implement, and periodically review administrative procedures supporting this policy. The procedures shall address, as appropriate, the evaluation and approval of AI systems; data protection; human oversight; notice, disclosure, and records; academic and professional integrity; accessibility; education and

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training; monitoring; incident response; and compliance. The procedures shall follow established participatory governance and collective bargaining processes where applicable.

The Board shall review this policy no less frequently than once every two years, or sooner as changes in law, technology, or systemwide guidance warrant.

See also: *BP/AP 2510 Participation in District and College Governance; BP/AP 3050 Institutional Code of Ethics; BP/AP 3300 Public Records; BP/AP 3410 Nondiscrimination; BP 3715 Intellectual Property; BP/AP 3720 Computer and Network Use; BP/AP 3725 Information and Communications Technology Accessibility and Acceptable Use; BP 4030 Academic Freedom; BP/AP 5040 Student Records, Directory Information, and Privacy; and, BP/AP 5500 Standards of Student Conduct.*

Adopted:
Board Reviewed:

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