Royal Conservatoire of Scotland

Acceptable use of generative artificial intelligence policy

Introduction

The aim of this policy is to ensure that artificial intelligence (AI) is used within the RCS safely, lawfully, ethically, and equitably. When used appropriately, AI has the potential to reduce the workload for staff and students, and free up time for them to focus on excellence in teaching and learning, as well as providing a tool for creative work.

Scope

This policy sets out the position of the RCS on the use of generative AI, including large language models such as ChatGPT and Google Bard, by staff and students. Generative AI is a new and emerging area of technology and is subject to rapid change, particularly around the tools available for staff and students.

Sustainability and EDI

Concerns around the use of AI include data protection, sustainability, bias, and intellectual property. While difficult to accurately quantify, there are estimates that training large language models generates hundreds of tonnes of carbon emissions[1]. Bias in AI usually reflects widespread societal biases around race, gender, sex, age and culture. In the arts, there is also the concern that AI will replace human-generated art in some contexts, with an impact on fair work for artists.

Acceptable use of AI

Acceptable use is defined as any use that supports the Conservatoire's teaching, learning, research, business, and administrative activities, and does not meet the definition of Prohibited Use (Section 3). An implication of this policy is that compliance with it will ensure that AI use contributes to staff effectiveness and to the student learning experience.

1. Staff

1.1. Academic staff must remain up to date with developments in AI in education through CPD, especially around the impact on assessment. The RCS Digital Development team can help with this.

1.2. Academic staff must include discussions around the use of AI in student work as appropriate to the subject they are teaching, recognising that there are very few curriculum areas where it will not be relevant.

1.3. If a student requests to use generative AI in their work, the academic responsible for the module must have a conversation with the student around its ethical and safe use, and must use their professional judgement to decide whether its use is appropriate in the context given. Students should be treated equitably when making decisions on the use of AI.

1.4. The output of generative AI should never be used without human checking for accuracy and bias.

1.5. All staff should be honest and transparent about their use of AI and acknowledge when they have used AI to generate text, images, or any other form of work, that is used as part of their RCS work.

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[1] Luccioni, A.S., Viguier, S. and Ligozat, A.L., 2022. Estimating the Carbon Footprint of BLOOM, a 176B Parameter Language Model. *arXiv preprint arXiv:2211.02001*.

1.6. All staff may use AI to automate administrative tasks, providing no personal data is shared with AI tools.

2. Students

2.1. Students may ask to use generative AI tools in their creative and academic work, provided they have official approval from the person responsible for the module that is being assessed and they do not breach the academic regulations around plagiarism and collusion.

2.2. AI in academic work should be used to support students' learning, not to bypass it – this means that using AI to bypass necessary steps in assignments such as reading, reflection or analysis is not acceptable.

2.3. AI in creative work should be used to support students' learning, not bypass it – this means that using AI to bypass necessary steps in the creative process such as design or composition, where these are required as part of the student's learning, is not acceptable.

2.4. Students must be honest and transparent in their use of AI and clearly acknowledge, describe, and reference their use of generative AI as appropriate to the work being produced (e.g., in a programme note, or appended to written work).

2.5. Student written work may be checked using Turnitin's AI detecting tool to predict the likelihood of it being generated by AI. If this tool predicts that AI has been used in a student's work without prior agreement from the person responsible for the module, or in an inappropriate way, or academic staff suspect the inappropriate use of AI then regulations for suspected cheating/plagiarism will be followed.

2.6. Students should be critical and reflective when using AI, understanding bias and how this may be represented in any AI generated text.

3. Prohibited use - staff and students

To safeguard the Conservatoire and individual users, the following are unacceptable and are likely to lead to disciplinary action being taken.

- Any act which contravenes any laws, RCS policies or regulations
- Sharing personal data about staff or students with any generative AI tool