

Generative AI Framework for Coastline Business Students

As of: January 31, 2025

1. Introduction

The Coastline College Business Department acknowledges and recognizes the increasing significance of generative artificial intelligence (AI) technologies, also known as chatbots, both in the workplace and in the classroom. These generative AI tools include but are not limited to, ChatGPT, Scribe, Claude AI, Gemini, Copilot AI, Grammarly's Writing Assistant, etc. This framework provides guidelines for the ethical and responsible use of generative AI and other AI tools and applications in student submissions for Business and Management courses at Coastline College. The framework aims to ensure that you, as a student, leverage these tools effectively while upholding the college's [Academic Honesty](#) policy and other ethical considerations. It is acknowledged that this is a fast-moving and evolving technology that requires continuous learning/study by both students and faculty.

2. Responsible Use

- a) **Understanding and Learning:** You are encouraged to use generative AI tools as a means of enhancing your understanding of course material and exploring creative solutions to assignment prompts.
- b) **Originality and Attribution:** While generative AI can aid in idea generation, you must ensure that the content produced is still your original work. Proper citation should be given to AI-generated content that contributes to your responses.
- c) **Data Privacy:** We encourage you to avoid sharing your personally identifiable information with any AI tool.

3. Academic Integrity

- a) **Plagiarism:** The use of generative AI to directly copy or replicate someone else's work is considered plagiarism and is strictly prohibited. You should rely on your understanding of the material and insights gained from AI tools to develop your own unique responses.
- b) **Citation and Referencing:** If you incorporate AI-generated content into your assignments, you must appropriately cite and reference the AI tools used, treating them as sources of information as you do with other references.

4. Acceptable and Not Acceptable AI Use

- a) **Generative AI/Chatbots:** The degree to which and how you may (or may not) use generative AI/chatbot tools, such as (but not limited to) ChatGPT, Scribe, Claude AI, Gemini, Copilot AI, Grammarly's Writing Assistant, etc., may vary based on the course, assignment, and instructor. Please read your assignment instructions carefully as they may specify acceptable usage of generative AI tools using the scale shown in Figure 1.
- b) **AI Writing Assistants:** You are encouraged to use writing assistance tools, such as (but not limited to) the grammar and spelling functions in most word processors and Grammarly, to show where your writing can be improved.
- c) **AI Applications and Voice Assistants:** You should not use applications and voice assistants such as, but not limited to, Course Hero, Alpha, Socratic, Siri, Alexa, etc., while taking quizzes and exams. Using these tools when doing homework and writing assignments may limit your learning.

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5. Student Learning

- a) **Critical Thinking:** While generative AI can help, we expect you to engage in critical thinking, analysis, and problem-solving which are integral to the learning objectives of the assignment.
- b) **Ethical Considerations:** You should reflect on the ethical implications of using generative AI and make conscious decisions about its usage, considering factors like transparency, bias, and fairness.
- c) **Institutional Student Learning Outcomes (ISLO):** Regardless of the degree to which generative AI tools are used, we remain committed to your achievement of the [college ISLOs](#) as you complete certificates and degrees at Coastline College.

6. Faculty and Peer Guidance

- a) **Clarification:** If you are unsure about the appropriateness of using generative AI for a particular assignment, you are encouraged to seek clarification from your instructors. Your instructors will clarify when and how to use AI for each assignment. For example, your assignment instructions could specify the acceptable degree of use of generative AI tools using the scale shown in Figure 1.
- b) **Collaborative Learning:** You are encouraged to collaborate with your peers in discussing the use of generative AI, sharing insights, and collectively navigating ethical considerations.

7. Continuous Improvement

The Business Department is committed to staying informed about the evolving landscape of generative AI, AI tools, and their impacts on education. The framework will be regularly reviewed and updated to ensure its relevance and effectiveness in guiding students toward responsible and effective use of AI tools.

8. Conclusion

This framework and guidance reflect the Coastline Business Department's dedication to fostering an environment where you can use generative AI tools to enhance your learning experience while maintaining academic integrity. By adhering to these guidelines, you will develop the skills necessary to thoughtfully integrate generative AI within the academic context and future professional endeavors.

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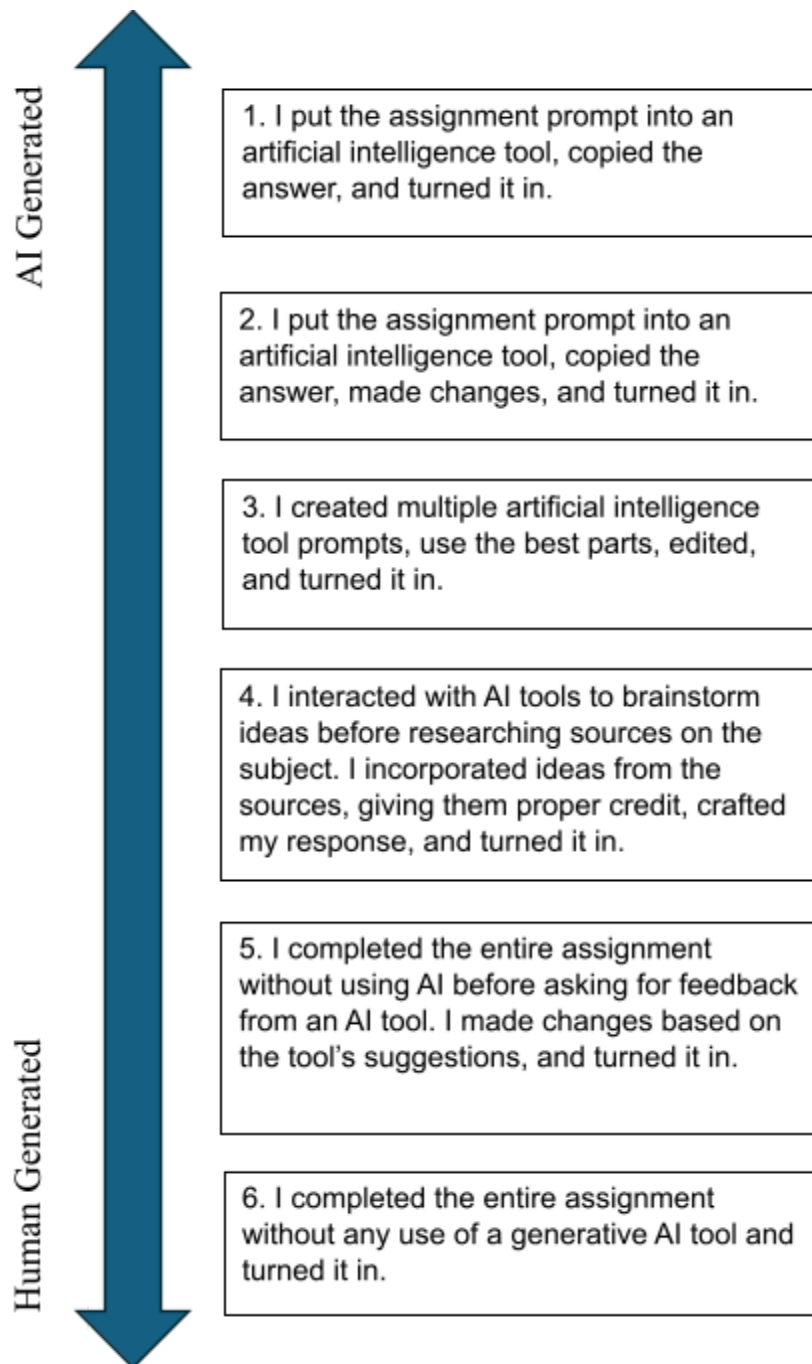


Figure 1 (Miller, 2023)

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References

Miller, M. (2023). *AI for educators: Learning strategies, teacher efficiencies, and a vision for an artificial intelligence future*. Dave Burgess Consulting.