

University Committee Charge

Review the University Committee Policy

<https://itwin.thomasmore.edu/Policy/Home/Policy?policyID=13>

Submit form to the President via Cabinet



THOMAS MORE
UNIVERSITY

University Committee Information	
University Committee Name	AI Committee
<input checked="" type="checkbox"/> Standing University Committee <input type="checkbox"/> <i>Ad Hoc</i> University Committee: indicate dates	
Who will oversee the committee? It should be the President or Vice President.	Vice President and Chief Academic Officer Vice President for Strategy and Impact, Chief of Staff
Committee Charge	
<p>The University AI Committee is established to explore, develop, and oversee the integration and ethical use of artificial intelligence (AI) within the University's academic, research, and administrative functions. AI technologies must be used responsibly, transparently, and equitably, and aligned with the University's mission and values. The committee's scope includes:</p> <ul style="list-style-type: none"> • Evaluating and recommending AI technologies for academic and administrative use • Overseeing the development and implementation of AI policies and guidelines • Promoting and addressing ethical considerations in AI research and applications • Ensuring compliance with legal and regulatory standards related to AI • Facilitating collaboration and innovation on AI initiatives • Developing necessary training and educational resources to support AI usage and literacy across campus 	
Committee Composition	
Committee Co-chairs	Vice President and Chief Academic Officer Vice President for Strategy and Impact, Chief of Staff
Additional Committee Members by position:	<p>A steering committee will be comprised of:</p> <ul style="list-style-type: none"> • Vice President and Chief Academic Officer • Vice President for Strategy and Impact, Chief of Staff • Director of IT Services • University Legal Counsel and Director of Compliance & Risk Management • Knowledgeable faculty member <p>The full committee will include additional members and utilize subgroups as needed:</p> <ul style="list-style-type: none"> • Three-five faculty members from various disciplines (e.g., Computer Science, Ethics, Law, Business) • Digital Learning & Instructional Technology Manager • Two-four staff representatives from enrollment and student services • One-two student representatives • Additional staff representatives aligned with AI technologies under consideration or in use • External experts or advisors as needed

Completed University Committee Charge will remain on file in the President's Office and University Archives. It will also be included as an appendix to the University Committee Policy.

Approved by President: Dr. Joseph L. Chillo

Date: August 22, 2024