

Terms of Reference

NOSM University's Artificial Intelligence Working Group

1.0 Purpose

The NOSM University's Artificial Intelligence (AI) Working Group will be responsible for developing a university-wide approach to the use of AI.

2.0 Responsibilities

The NOSM University's AI Working Group will, collaborate and consult with the University community to:

- develop an institutional statement on the use of AI
- develop guiding principles on the use of AI for teaching and learning
- develop guiding principles on the use of AI for other applications at the institution including business operations
- Communicate with the University community regarding the institution's position and guiding principles on the use of AI
- identify emerging literature and leading practices for AI
- make recommendations on AI platforms to be supported by the University

3.0 Composition and Reporting

The NOSM University's AI Working Group shall be composed of the following members:

- Assistant Dean of Graduate Studies,
- Registrar
- Representative(s) - Information Technology,
- Representative(s) - Accessibility office,
- Student(s)/learner(s) - Graduate studies, UME, NODIP,
- Representative(s) - AI North - Dr. Gilles Arcand Centre for Health Equity,
- Representative(s) - Health Sciences, CEPD, UME, PGME
- Representative(s) – Library Services
- Provost and Vice President, Academic (Chair) supported by EA, Provost and VPA,
- Other members by invitation

4.0 Meeting Frequency

The working group will at first meet monthly with the goal to bring forth recommendations and guidelines for information to the June 2024 Senate meeting. Subsequently, the working group will convene once a term to review current trends on the use of AI in the higher education sector with the goal to review NOSM U's guiding principles and to communicate these to the university

community.

Review Period: As required

Next Review: As needed

Development History

Date	Action
2023 11 08	Draft - Office of the Provost and Vice President Academic
2024 01 16	Approved by Working Group members