

## **BP 3775      Safe and Ethical Use of Artificial Intelligence**

References:      *California Consumer Privacy Act (CCPA)*  
                      *California Education Code Sections 76240–76246*  
                      *California Confidentiality of Medical Information Act*  
                      *California Assembly Bill 1008*  
                      *Family Educational Rights and Privacy Act*  
                      *Gramm-Leach-Bliley Act*  
                      *HIPAA Security and Data Rules*

Adoption Date:

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The Chancellor shall establish and promote procedures to guide the safe and ethical use of Artificial Intelligence (AI) tools, including generative AI, meeting assistants, and writing aids, in compliance with federal and state data privacy laws. These procedures mitigate bias, increase the protection of sensitive information, and support intellectual property rights. These guidelines are designed to foster innovation while maintaining transparency, accountability, and responsible AI adoption that serves the best interests of students and employees.

Only District-approved AI tools shall be used to process sensitive or restricted data. This includes Personally Identifiable Information (PII) and Protected Health Information (PHI). A list of District-approved AI tools will be maintained.

To maintain academic and professional integrity, AI-generated outputs must be verified against credible sources, assessed for potential bias, and appropriately cited. AI-generated content shall not replace peer reviewed research or professional recommendations.

Noncompliance with this policy may be addressed through existing district policies, procedures, and applicable laws.

See Administrative Procedure AP 3775 for detailed guidelines.