



THE ACADEMIC BOARD

ACADEMIC INTEGRITY AND ETHICS COMMITTEE

05th May, 2025

Chairman

The Academic Board

PNG University of Technology

Approved
9/5/2025

Subject: Final Approval of Policy Document – *Policy on the Use of Generative Artificial Intelligence (AI) Tools and Academic Integrity*

Reference: Resolution of Academic Board Meeting No. 358, dated 02 April 2025

Honourable Chairman,

Following the resolution passed at Academic Board Meeting No. 358 on 02 April 2025, the *Policy on the Use of Generative Artificial Intelligence (AI) Tools and Academic Integrity* was approved **in principle**.

It was further resolved that members of the Academic Board would be given a two-week period to submit any comments, suggestions, or proposed amendments to the policy document.

As of today, no feedback has been received from any member of the Board.

In light of this, I request that the attached policy document be granted **final approval**.

Sincerely,


05/05/25

Professor Rajashekhar Rao

Chair-Academic Integrity and Ethics Committee



PAPUA NEW GUINEA
**UNIVERSITY OF
TECHNOLOGY**

POLICY ON THE USE OF GENERATIVE ARTIFICIAL INTELLIGENCE (AI) TOOLS AND ACADEMIC INTEGRITY

1. Intent

This policy aims to ensure compliance with consistent and ethical usage of generative artificial intelligence (AI) tools by all academics, students, and other staff members at PNGUoT. AI- based generative tools (paid or subscribed), have rapidly emerged and will continue to influence businesses, industry, and academia, including PNGUoT.

1.1 The Academic Board of the PNGUoT through the Academic Integrity and Ethics Committee (AIEC) has adopted the broader policy framework document to guide in the ethical and responsible deployment of the generative AI in the academic affairs and the interpretation of the dishonest usage.

1.2 The broader objective of this policy is to develop and implement strategies that safeguard academic honesty, ensure equitable use of AI technologies, and support the PNGUoT in adapting to the evolving challenges and opportunities posed by AI-related services and tools.

1.3 PNGUoT promotes intellectual honesty and scholarly integrity. Use of Generative AI tools can undermine honesty with the utilization of AI-generated content being presented as one's work in assessment tasks or research outputs.

2. Scope

This policy will govern the academic integrity and ethical code of conduct of academic staff, students, researchers, administrative staff, and academic/research managers employed by the PNGUoT.

3. Definition

Generative Artificial Intelligence and Tools

Generative artificial intelligence (AI) is a form of AI that can autonomously generate new content, such as text, images, audio, and video (Zhihan Lv, 2023). The pre-trained Generative AI tools, apps, and programs (collectively termed in this document as "tools") can mine/gather, from and imitate vast data to create new content; may it be text, code, videos, images, music, etc., based on inputs and commands. Examples of such tools are ChatGPT, GitHub Copilot, GPT-4, DALL-E, etc.

4. Policy

- 4.1 As AI is a rapidly expanding field, AEIC formulated a sub-committee of AI-experts to develop detailed policy, followed by university-wide continuous monitoring, and implementing trainings related to responsible generative AI usage.
- 4.2 The sub-committee "Integrity and Academic Assessment Committee" will work and advise AIEC on the mechanisms and means by which the integrity and fairness of educational assessments and publications in an era of rapidly advancing AI can be maintained.
- 4.3 This sub-committee will advise the Academic Board through AIEC on all matters related to periodical changes required to the policy under consideration, trainings to be undertaken by the faculty and students in the responsible use of generative AI and in dealing with potential ethical infringements related to the misuse of AI.
- 4.4. Promote Ethical Use of Generative AI
- 4.4.1 PNGUoT generally supports ethical and responsible use of generative AI tools. The generative AI applications can be used in ethical practices acceptable in academia, such as increasing efficiency and improving the presentability of one's textual contents, to acquire new knowledge by content search, and to validate references for assignments and research outputs.
- 4.4.2 PNGUoT also promotes relevant faculties to actively engage in emerging research frontiers that deploy AI and machine learning to better the scientific knowledge and welfare of society in general and specifically bring benefits to PNGUoT and PNG.
- 4.5. Safe Use of Generative AI for Privacy Protection
- 4.5.1 The faculty and students must refrain from sharing/in-putting institutional, confidential and private data including non-public research data, finance, human resources, student records, medical information, etc., due to information security and data privacy, compliance, copyright, and academic integrity.
- 4.5.2 AI generated content can be inaccurate, misleading, entirely fabricated or may contain copyrighted material. Researchers and students will be solely responsible for the accuracy and truthfulness of the content that he/she presents as his/her intellectual output or publish or share that includes AI-generated material.
- 4.6. Generative AI use in Student Assessment Tasks
- 4.6.1 Without a clear statement from a faculty (instructor/lecturer/tutor/professor) conceding permission, the use of Generative AI tools to write (completely or partly) and submit an assignment or project reports or any exam/tests is prohibited. The unauthorized use of generative AI shall be treated as cheating and/or plagiarism.
- 4.6.2 The following AI-resistance types of assessments are recommended to be implemented by the

schools and faculties at PNGUoT to avoid over-reliance on assignments in assessing students:

- Increasing proportion of questions/topics that test higher cognitive domains such as application of concepts: Students be tested to apply knowledge to unique, real- world scenarios, which AI tools might not quickly generate.
- Assignments involving personalized responses: Students be asked to integrate personal experiences, reflections, or individual/unique project work.
- Oral examinations: Incorporation of live oral exams or interviews, making it difficult for students to rely on AI during the assessment process.
- Group work, collaborative projects and presentations: Encourage collaboration, where human interaction and teamwork are required, reducing the reliance on AI tools.
- Mandatory quizzes and tests for knowledge/fact-oriented subjects: Use quizzes and tests to validate foundational knowledge in fact-oriented courses where alternative assessment styles may not be feasible.
- Practical exams and prototype designs: use practical activities to validate foundational knowledge in knowledge/fact-oriented subjects where alternative assessment types are unsuitable.

4.6.3 The faculty/lecturers/tutors must clearly mention the expectations at the beginning of each semester or before assigning any assessment task to students on the ethical and allowable use of AI tools. It is incumbent upon the faculty member to choose and use a suitable assessment type that poses minimum risk of a potential academic integrity violation.

4.6.4 If permitted by the faculty to use any Generative AI tools, the students must acknowledge and cite any use of AI software/tools.

4.6.5 When an assessment task is given that is deemed to be non-resistant to generative AI (for example, assignment/take-home test), faculty members must use AI detection tool/s provided by the ICTS of PNGUoT. Currently, PNGUoT uses Turnitin® for plagiarism detection and this can detect AI as well. In Turnitin, % of AI generated text can be identified (The percentage indicates the combined amount of likely AI-generated text as well as likely AI-generated text that was also likely AI-paraphrased).

4.6.6 For all practical purposes, any piece of assessment that has content more than 20.0% detected as AI generated, must be *prima facie* classified as AI-generated. Such work must be carefully reviewed by the subject lecturer and re-assessed manually when explicit permission was not given to students. In any AI detection software, there are risks of misidentification, which can have serious consequences in the overall judgement. As with other plagiarism detection tools, AI detection tools should be treated as a guideline. When sufficient evidence is available, the unauthorized and confirmed use of AI above the proposed threshold value will be treated similar to cheating in assessments (Examination Policies of the PNGUoT) and/or plagiarism (Research

4.7. Violations of Academic Integrity by Plagiarism

All reported violations shall be investigated, and if proven will be classified as 'breach' or research 'misconduct' as outlined in section 14.1 of Research Management Policy and Guidelines of PNGUoT. The disciplinary actions suggested from the Investigating team appointed by Vice Chancellor (Chairman of the Academic Board) depending on the degree of severity of misconduct or breach and may include warning, deferral of promotions, abeyance from assigning higher duties and responsibilities and dismissals. These are in line with the Staff Code of Conduct approved by the PNGUoT Council on 7th February 2020.

4.8. Generative AI Use in Research, and Other Publications of PNGUoT

4.8.1 Researchers including postgraduates and faculty members utilizing Generative AI tools in their research must be transparent in disclosing usage by describing in materials and methods. Any falsification, misrepresentation of outputs of Generative AI tools, among other things, such as generation of data *in lieu* of data to be collected from field/lab experiments, citations to papers which were never published and by authors who didn't exist, and generation of images for experiments that were never actually conducted are deemed unethical. Researchers are responsible for the accuracy of any content such as texts, and computer codes created by AI included in any research output.

4.8.2 Faculty members must follow the policies of journals, funding agencies and professional societies through which they seek funding support and report their research. Currently, most journals explicitly prohibit text, figures, images or graphics generated by ChatGPT or any other AI tools.

4.8.3 Personal information collected from research interviews/surveys on research subjects, unpublished papers, applications/funding proposals, unpublished papers of self/others should not be inputted into publicly available generative AI tools. Disclosure of such inputs to AI tools compromises privacy and may impede future intellectual property contentions for the unpublished work.

4.8.4 Researchers should be mindful that the output of AI tools may infringe the rights of third parties since the responses generated are aggregated from already established works.

4.8.5 The journals published under the auspices of the PNGUoT will not consider AI generated papers for publication. University doesn't consider AI tools as an author or a reviewer of the papers/publications.

4.8.6 Postgraduate dissertation/thesis, submitted by the research students for the external examination, must be screened for the possible unauthorized use of generative AI. Supervisors must verify and

disclose the proportion of AI generated content in the dissertation. The allowable AI generated content for all postgraduate dissertations is 20.00%.

4.8.7 The Teaching and Learning Methods Unit (TLMU) in consultation with expert faculty members (with AI expertise) of relevant school/faculty will run periodic short-trainings to new faculty and postgraduate students in the matters related to Generative AI on topics such as:

4.8.7.1 designing and tweaking assessment patterns to make them AI-resistant

4.8.7.2 plagiarism and AI-based content detection using approved tools

4.9 The case/s of unethical and dishonest use of generative AI by the faculty may be reported to the Chairman of the Academic Board for the detailed investigation and appropriate action.

5. Related policy instruments

This policy must be used and interpreted in conjunction with the existing policies of PNGUoT, such as the examinations policy, Staff Code of Conduct approved by the PNGUoT, Research Management Policies and Guidelines of PNGUoT, PNG National Research Code of Conduct (Version 1, Updated 13 October, 2015) and other relevant national-level policies.

References

Zhihan Lv, (2023). Generative artificial intelligence in the metaverse era, *Cognitive Robotics*, 3: 208-217, doi: <https://doi.org/10.1016/j.cogr.2023.06.001>.

6. Schedules/Appendices

7. Related documents and legislation

Provide the name and location or file path of related policies, documents, legislation (Acts, statutes or rules), standards, local procedural or operational manuals, administrative forms, external guidelines, and other websites. Hyperlinks should not be used.

Note: *Italics should be used when referencing Acts*

8. Approval Details

Policy Sponsor	[The Policy Sponsor is responsible for the development, compliance monitoring, and review of this policy and any associated procedures or guidelines].
Approval Authority	[Refer to the approved policy framework] _____ [Name of Authority] [Date]

Date for next Major Review (per the Policy on Policies)	[The policy review should be scheduled 3 years from the approval date]
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9. Revision History

[Use the table below to record information regarding changes to this policy. Version control should be applied, for example, major amendments (Approved by the Approval Authority) and minor amendments (approved by the Policy Sponsor) should be numbered 16-1, 16-2 and so on (the first two digits = year, the last digit = version number)].

Approval date - the date the approval authority approved the establishment, minor or major amendment, or disestablishment

Implementation Date - the date the policy was published in the Policy Library and the date the policy takes effect.

Version	Approval date	Implementation date	Details	Author
XX-X	dd/mm/yyyy	dd/mm/yyyy	Policy established; Minor amendment; Major Amendment / Policy disestablished	Title of policy author

Keywords	[list several relevant keywords that may be used to search for and locate the policy in the Policy Library]
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