

University of Iowa Guidelines for Acceptable Use of Artificial Intelligence (AI) in Faculty Reviews

Purpose

These guidelines establish the acceptable use of Artificial Intelligence (AI) tools by academic faculty at the University of Iowa in support of faculty reviews and evaluations. The goal is to ensure responsible, ethical, and secure integration of AI technologies while maintaining academic integrity and human oversight.

Scope of Use

AI tools may be used to assist with brainstorming, summarization, organization, and drafting of faculty reviews and evaluations. For example, AI can assist with finding themes and patterns across multiple works of scholarship or with converting a bulleted list of reviewer observations or thoughts into a summary text. However, critical evaluation, judgment, and final approval must remain the responsibility of faculty members. Ultimately, the reviewer is responsible for the content.

Approved AI Tools

Faculty reviews and evaluations are considered restricted data by the [university's classification](#). To ensure data security and compliance with university policies, only AI tools with institutional safeguards appropriate for restricted data may be used for faculty reviews and evaluations. Approved tools include:

- Microsoft Copilot – UI Enterprise License (integrated with Microsoft 365 and protected by university IT infrastructure)
- ChatGPT Edu – UI Enterprise License (accessed through University of Iowa's secure platforms).

Review and Updates

These guidelines will be reviewed annually by the Office of the Provost in collaboration with Information Technology Services.

Questions

Questions should be directed to faculty@uiowa.edu.