BOND UNIVERSITY	**ARTIFICIAL INTELLIGENCE POLICY**
Policy Owner	Provost
Contact Officer	Provost
Endorsement Authority	Vice Chancellor
Date of Next Review	26 February 2026

1. PURPOSE AND OBJECTIVES

This Policy provides the framework for the ethical, responsible, and effective use of Artificial Intelligence (AI) at Bond University. It recognises AI's transformative potential in higher education while ensuring its use aligns with our university's values, educational mission, and commitment to academic integrity. The Policy seeks to empower students and staff to leverage AI as a tool that enhances learning, teaching, research and operations, while maintaining appropriate safeguards in accordance with the Australian Government/CSIRO's *Voluntary AI Safety Standard*.

This Policy is guided by *ISO/IEC 38507:2022 Information Technology – Governance of IT – Governance implementation of the use of artificial intelligence by organizations*. The University Management Committee (UMC) will oversee AI activities, ensuring alignment with strategic goals, ethical principles, and legal obligations. This includes establishing governance frameworks, monitoring effectiveness, allocating resources, managing risks, and reviewing AI usage.

2. AUDIENCE AND APPLICATION

This Policy applies to all members of the Bond University community.

The Policy covers the use of AI in all University activities, including but not limited to learning, teaching, assessment, research, research training, administration, operations, marketing and external engagement. The Policy addresses both University-provided AI tools and external tools accessed for University-related purposes.

For this Policy, Artificial Intelligence (AI) refers to systems or technologies that perform tasks typically requiring human intelligence. AI may include Generative AI, Autonomous Systems, Computer Vision System, Deep Learning and Machine Learning as per the Definitions.

3. ROLES AND RESPONSIBILITIES

Role	Responsibility
University Council and Audit, Risk and Safety (ARSC) Committee	▪ Supporting the culture that balances innovation with technology usage ▪ Providing oversight of compliance with legislation, regulation and internal policies and codes of conduct ▪ Identifying and assessing AI risk as part of the broader risk management framework
Vice Chancellor	▪ Ensuring adequate resources for AI, including innovation, training, development and support ▪ Establishing the governance structures to oversee AI ▪ Fostering a culture that balances innovation with responsible technology usage
Provost	▪ Leading the University's AI Governance Group ▪ Regularly reviewing and updating this AI Policy in response to technological advances
UMC Members	▪ Ensuring all use of AI in their respective areas complies with this Policy ▪ Ensuring all staff understand the principles of AI use outlined in this Policy, and the consequences of non-compliance ▪ Supporting staff to develop their AI proficiency
AI Governance Group	▪ Evaluating and overseeing all AI activities ▪ Evaluating and recommending appropriate AI for University adoption ▪ Advising on the risks, benefits, and implementation of all AI initiatives ▪ Keeping abreast of AI evolution and determining mitigating actions in response to AI issues and risks
Strategy and Planning	▪ Policy owner of the Data Governance Framework
Company Secretary and General Counsel	▪ Primary Contact and coordinator of Data Breach Response Plan ▪ Policy owner of Privacy Policy

Office of Learning and Teaching	▪ Providing training for university-endorsed AI ▪ Collaborating with academic staff to integrate AI effectively into learning environments
ITS	▪ Providing technical support for university-endorsed AI ▪ Monitoring security and privacy considerations related to AI use
Office of Research	▪ Providing guidance on ethical use of AI in research contexts ▪ Ensuring research integrity is maintained when AI tools are used
Library Services	▪ Advising on GenAI Disclosure and acknowledgment practices for research publications ▪ Monitoring evolving publisher and funder policies regarding AI use ▪ Promoting AI Literacy through provision of library resources, online courses ▪ Providing information on copyright, licensing and data privacy issues related to the use of AI in the context of Library resources and services ▪ Evaluating and providing access to AI tools in research databases and search interfaces
Academic Staff	▪ Designing learning activities and assessments that incorporate and address AI ▪ Clearly communicating expectations regarding AI use to students ▪ Developing their own AI Proficiency and staying informed about AI developments ▪ Modelling ethical and appropriate use of AI in teaching and research ▪ Understanding and adhering to the principles for use of AI in this Policy, including awareness of security and privacy issues, intellectual property, copyright
Students	▪ Developing AI Fluency as part of their educational development at Bond ▪ Using AI in compliance with assessment instructions and the Academic Integrity Policy ▪ Properly disclosing AI-generated content when used in academic work, and being transparent when using AI ▪ Critically evaluating AI outputs
Professional Staff	▪ Developing their own AI Proficiency and staying informed about AI developments ▪ Modelling ethical and appropriate use of AI in general business activity and operations ▪ Understanding and adhering to the principles for use of AI in this Policy, including awareness of security, copyright, and privacy issues

4. PRINCIPLES FOR USE OF AI AT BOND

The University's policy position on the use and application of Artificial Intelligence is based on the following principles, which incorporate the 10 guardrails of the Australian Government/CSIRO's Voluntary AI Safety Standard:

PRINCIPLE 1: AI will complement human decisions and actions

The University is dedicated to leveraging AI as a tool to support, rather than replace, human decision-making or actions in essential areas. Decisions aided by AI will always include proper human oversight, varying levels of intervention based on risk, and transparency. The University will ensure mechanisms are in place to support accountability, promote explainability of AI-driven decisions, and provide individuals with a clear process to contest or appeal outcomes.

PRINCIPLE 2: Transparency in AI usage

The University aims to be transparent about how AI is developed and used, whenever possible, while safeguarding intellectual property and security. Stakeholders will be provided with accessible information about the capabilities, limitations, and workings of these systems. Awareness around AI functions and the data they rely on will be actively promoted.

PRINCIPLE 3: Adherence to regulation and international standards

AI activities will comply with all applicable national and international legal, regulatory, and contractual requirements. Processes will be established to identify and monitor obligations, ensure ongoing compliance, and effectively address and report any breaches or non-compliance.

PRINCIPLE 4: Data privacy and data governance principles

AI systems will handle data responsibly, adhering to privacy laws, ethical standards, and the University's data governance policies. This includes collecting only necessary data, safeguarding data quality, protecting privacy, and implementing a robust governance framework to ensure data security and proper usage. Privacy rights will be respected, and strong security measures will shield data against unauthorised use or access.

PRINCIPLE 5: Aligning AI usage with University values
Integrity, respect, academic freedom, and social responsibility will guide all AI-related activities. The University will foster a culture of continuous learning, ethical development and deployment of AI, responsible innovation, and a strong commitment to diversity, inclusion, education, and community wellbeing.

PRINCIPLE 6: Ensuring fairness and mitigating bias
The University is committed to designing, deploying and using AI systems in a fair, inclusive and equitable manner, actively avoiding discrimination and harm. This includes implementing processes to identify assess and mitigate bias in data, Algorithms, and outcomes. Continuous monitoring and evaluation will support the development of AI tools that reflect diverse perspectives and uphold the principles of fairness and social justice.

PRINCIPLE 7: Applying a risk-based framework
AI use will be guided by a dynamic risk-based framework, incorporating clear thresholds for acceptable risk and systematic processes for identifying, evaluating, and managing AI-related risks. This framework will evolve in line with technological and regulatory developments.

PRINCIPLE 8: Accountability and ethical responsibility
Responsibility and accountability will be clearly defined across all phases of AI system procurement, development and use. Steps will be taken to address unintended impacts, and individuals involved in AI-related activities will be made aware of their ethical responsibilities.

5. POLICY STATEMENT

It is acceptable to use AI at Bond University for the following purposes:

- Making operations more efficient
- Improving speed, agility to identify risks opportunities and controls
- Protecting physical and digital assets
- Verifying identity and highlighting cheating
- Constructing feedback to provide to students
- Identifying at risk and high achieving students
- Improving student experiences and capabilities
- Enhancing students' ability to efficiently and effectively complete assessable learning tasks in accordance with specific educator guidelines
- Advancing understanding, showing thought leadership and demonstrating use cases
- Marketing activities

It is unacceptable to use AI at Bond for the following purposes:

- Committing plagiarism or other academic dishonesty
- Generating false or misleading content
- Conducting surveillance without consent
- Making decisions in sensitive areas without human oversight

6. ARTIFICIAL INTELLIGENCE GOVERNANCE

The University Council supports the culture that balances innovation with responsible technology use, while providing strategic oversight to ensure compliance with relevant legislation, regulations, internal policies and codes of conduct. Through delegated authority, the Audit, Risk and Safety Committee (ARSC) plays a key role in identifying, assessing and monitoring AI related risks as part of the University's broader risk management framework.

The Vice Chancellor is responsible for establishing the governance structures to oversee AI adoption and use and fostering a culture that balances innovation with responsible technology use.

UMC members will ensure that all innovation or deployments of AI respective areas complies with this Policy.

The AI Governance Group, chaired by the Provost, will provide evaluation and oversight of all AI activities, including advising on risks, benefits and implementation of AI initiatives.

The AI Governance Group will develop institutional knowledge and insights about the use, management and control of AI for purposes of teaching, learning and operations.

7. PRIVACY AND RECORDS

When personal information is captured, used or stored by an AI system, the business owner must complete a Privacy Impact Assessment (PIA). This must be approved and managed in line with the Privacy Policy and the Data Governance Framework.

Data used to develop Algorithms, or any data generated, shared, managed or recorded as part of AI system is considered corporate data and must be managed in line with the Privacy Policy and the Data Governance Framework.

8. BOND INTELLECTUAL PROPERTY AND DATA MANAGEMENT AND COPYRIGHT

The AI Governance Group is responsible for recommending enterprise AI tools and solutions for University use.

The piloting and testing of new AI tools and solutions in support of academic innovation and development must be conducted with strict safeguards to protect the University's intellectual property and data assets. Additionally, all activities must comply with applicable copyright laws and uphold the principles of responsible technology use.

9. TRAINING AND SUPPORT

The University will provide training and support in the use of AI systems and tools, and the application of this Policy.

10. COMPLIANCE

Breaches of this Policy, including those involving intellectual property, data protection, or copyright, may lead to disciplinary action under applicable University policies. Any data breach or suspected breach linked to AI use must be promptly reported and addressed in accordance with the University's established data breach procedures.

Complaints in relation to the use of AI will be managed in accordance with the Complaints Framework.

The purchasing of any AI system, tool or subscription must comply with the Software and Software Subscriptions Policy.

All University-wide AI projects will be overseen by the AI Project Governance Group.

11. DEFINITIONS, TERMS, ACRONYMS

Artificial Intelligence (AI)	AI refers to the ability of computer systems to perform tasks that typically require human intelligence, such as learning, reasoning, and decision-making. It encompasses various domains like Machine Learning, Computer Vision, and natural language processing.
Generative Artificial Intelligence (Generative AI)	Generative AI is a subset of AI that creates new content, including, but not limited to text, images, audio, video, and code, by utilising advanced pattern recognition Algorithms applied to complex data patterns. Examples include tools like ChatGPT and Google's Bard, however, may also include lower-level applications and tools such as common predictive auto-complete and grammar checkers.
AI Literacy	AI literacy is the foundation ability to understand, interpret, and engage with GenAI in a meaningful and responsible way.
AI Fluency	AI fluency relates to an individual's ability to effectively understand, interact with, and apply AI technologies across a range of academic, professional, and social contexts. It encompasses foundational knowledge of AI concepts, how AI systems function, and their capabilities and limitations. AI fluency also involves critical thinking about AI outputs, including understanding of ethical implications, responsible use of AI tools, effective, use of action with AI systems and the ability to adapt to ongoing advancements in AI technologies.
AI Proficiency	AI proficiency relates to the level of skill and competence a person has in using, understanding and working with GenAI tools. This includes the technical skills, applied knowledge, ethical and responsible use, and domain specific expertise in AI.
Algorithm	An algorithm is a finite set of instructions designed to produce a structured and repeatable output in response to a specified set of inputs, such outputs may be used as aids in the ability to solve specific problems or automate decision-making

	processes. In AI, algorithms are used to improve outcomes by identifying patterns and making predictions.
Autonomous Systems	Autonomous systems are AI-powered technologies capable of performing tasks or making decisions independently, without direct human intervention. These systems operate based on programmed objectives and real-time data inputs, and may include applications such as self-driving vehicles, drones, robotic assistants, and automated decision-making platforms.
Big data	Big data refers to extremely large and complex datasets that are typically collected from multiple, hierarchical sources. These datasets often feature multi-layered structures and require advanced storage, processing, and analytical techniques to extract meaningful insights. Big data is characterised by its volume, velocity, variety, and veracity, and is commonly used in AI systems to train models, identify patterns, and support decision-making.
Computer Vision	A domain of AI that allows machines to interpret and analyse visual data, such as images and videos.
Deep Learning	A type of Machine Learning that uses neural networks with multiple layers to process complex data and make highly accurate and structured predications.
GenAI Disclosure	GenAI disclosure refers to acknowledging the use of AI tools in creating content, specifying which parts were AI-generated and which were human-created.
Machine Learning	A subset of AI consisting of Algorithms designed to sequentially use data to increase their own complexity and nuance to improve their ability to make accurate predictions or aid in the making of decisions.

12. RELATED DOCUMENTS

Academic Integrity Policy (TL 3.5.2)
Academic Staff - Workplace Investigation Policy (HR 2.8.8)
Copyright Compliance Policy (TL 3.8.1)
Data Breach Response Plan
Intellectual Property Policy (RES 4.3.1)
Privacy Policy (INF 6.5.1)
Professional Staff Grievance Management Policy (HR 2.10.1)
Research Misconduct Policy (RES 4.5.5)
Software and Software Subscriptions Policy (INF 6.1.6)
Student Grievance Management Policy (SS 5.8.1)

13. MODIFICATION HISTORY

Date	Sections	Source	Details
26 February 2026			Date First Approved

APPROVAL AUTHORITY: Vice Chancellor