TERMS OF REFERENCE

ToRID & Cte Name:	**TOR43: ARTIFICIAL INTELLIGENCE ACADEMIC FRAMEWORK TASK FORCE**
Issued by:	Sr. Vice-President Academic
Effective:	2025-06-20

1.   PURPOSE

The Artificial Intelligence Academic Framework Task Force (the 'Task Force') is established to create an implementation plan for the recommendations of the Artificial Intelligence Academic Framework.

The implementation plan will be presented for approval and action by the Sr. Vice-President Academic. Actions created through this plan are intended to begin no later than March 2026.

2.   MEMBERSHIP AND TERMS OF OFFICE

Membership of the Task Force includes:

- Sr. Vice-President Academic – Chair
- Dean, Faculty of Health Sciences, Community Studies, and Public Safety
- Director, Centre for Teaching and Learning
- Dean, Research and Innovation
- Associate Dean, School of IT
- Senior Manager, Simulation and Immersive Technologies
- Senior Manager, Learning Systems Services
- Senior Manager, Information Security
- Manager, Academic Integrity Services
- Four Faculty Members

Guests may be invited at the discretion of the Chair.

3.   MEETINGS AND CONDUCT OF BUSINESS

3.1   The Sr. Vice-President, Academic is the Chair and appoints an assistant to support the Task Force.

3.2   Meetings are held once to twice monthly according to a schedule determined by the Chair and approved by the Task Force.

3.3   Any member of the Task Force may submit items for the agenda.

3.4   Agenda and minutes of previous meetings will be distributed to all members approximately one week before the date of each scheduled meeting.

3.5   Recommendations are carried by consensus.

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