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UNITED STATES ARMY FORCE MANAGEMENT SCHOOL
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DAMO-FMS   11 February 2025

MEMORANDUM FOR Students, Faculty, and Staff of the Army Force Management School (AFMS)

SUBJECT: AFMS Policy Letter #18 - Student Use of Generative Artificial Intelligence (AI) Policy

1. Purpose. This memorandum provides guidance and direction for AFMS student use of generative AI tools. This policy promotes the responsible and ethical use of AI while promoting academic integrity, critical thinking, and developing essential writing, research, and presentation skills.

2. Intent. AFMS recognizes AI as a valuable technology and encourages its use as a tool to support student learning. As an emergent technology, this policy allows for experimentation, while also adhering to norms across academia. As this technology evolves, so will our efforts to manage and adjust this policy.

3. Responsibility. Students remain responsible for maximizing the educational opportunities that AFMS presents. Regarding the use of generative AI by students, AFMS policy begins from a position of trust that students will do the right thing by exercising academic integrity while embracing academic rigor.

4. The Relationship between Professional Expertise and AI. No AI tool is an expert in Army Force Management, Budgeting, Strategy, or other AFMS topics. AFMS students attend this school with the desire to develop and use skills to manage Army capabilities. Generative AI can help with research and aid with reasoning; however, generative AI tools lack the experience and context to exercise judgment and do not reflect a Soldier or Civilian's developmental experience.

5. Baseline Acceptable Uses. The following are a default set of acceptable uses for generative AI that apply across all courses unless explicitly modified by the course director. For example:

> • Using AI for brainstorming and idea generation.
> • Editing for grammar and style (not content creation).
> • Citation assistance and organizational suggestions.

6. Explicit Prohibitions: The following uses are universally prohibited:

> • Submitting AI-generated work without substantive student input.
> • Using AI to bypass critical thinking, research, or analytical exercises integral to course learning objectives.
> • Using AI without proper citations.
> • Using non-Department of Defense AI systems. Current approved systems are Camo GPT (Army) and NIPRGPT (Air Force).

7. Academic Integrity.

   a. Ultimately, students are responsible for their own work and for maximizing the learning opportunity through AFMS.

   b. The use of AI tools does not excuse students from adhering to established academic integrity policies, including properly attributing sources, avoiding plagiarism, and producing original work.

   c. Misuse of AI tools, such as generating complete written assignments without proper engagement with or understanding of the material, does not advance learning and should not receive passing credit. Furthermore, if students use AI tools with the intent to deceive the reader into thinking that the work is the student's, alone and unaided, it may violate academic integrity and can be subject to an Academic Review Board.

8. Faculty Guidance and Support.

   a. Faculty members should provide clear instructions and guidance on the acceptable use of AI tools within specific assignments, courses, and programs.

   b. AFMS encourages faculty members to facilitate discussion on the appropriate integration of AI tools, ensuring that students understand how to leverage these tools effectively while still engaging in critical thinking and analysis.

DAMO-FMS
SUBJECT: AY25 Student Use of Generative Artificial Intelligence (AI) Policy

    c. Critical thinking in the use of AI is of the utmost importance. Some tools will create "facts" and "sources" out of thin air. Determining how to ask questions effectively and how to evaluate the veracity of the answers is essential for both students and faculty as professionals. Engage with generative AI as a tool, but do not blindly rely on its answers. Remain skeptical and consult with subject matter experts if a citation or information is questionable.

    d. Faculty members should promote a supportive environment that encourages students to seek assistance or clarification regarding the use of AI tools.

9. Monitoring and Evaluation.

    a. AFMS may periodically review and evaluate how students use AI tools in written documents to ensure compliance with this policy and to address any emerging concerns.

    b. Students must report how they are using this emerging technology. Novel uses should be reported through the faculty instructor, to the Course Director, Department Chair, and Dean. This is to promote institutional learning, pedagogical development, and the establishment of best practices.

    c. Violations. Violations of this policy, including the misuse or unethical use of AI tools or plagiarism, may be subject to referral to the Academic Review Board.

    d. Review and Amendment. AFMS will review this policy periodically to ensure its relevance and effectiveness in supporting the responsible use of AI tools.

10. The point of contact for this memorandum is Dr. Hershel Holiday at Hershel.l.holiday.ctr@army.mil or 703-805-3518.

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