



LEADERSHIP.
EXCELLENCE.
AGILITY.
DISCOVERY.



SAFETY CONSIDERATIONS WHEN USING AI

Who Uses AI Today?

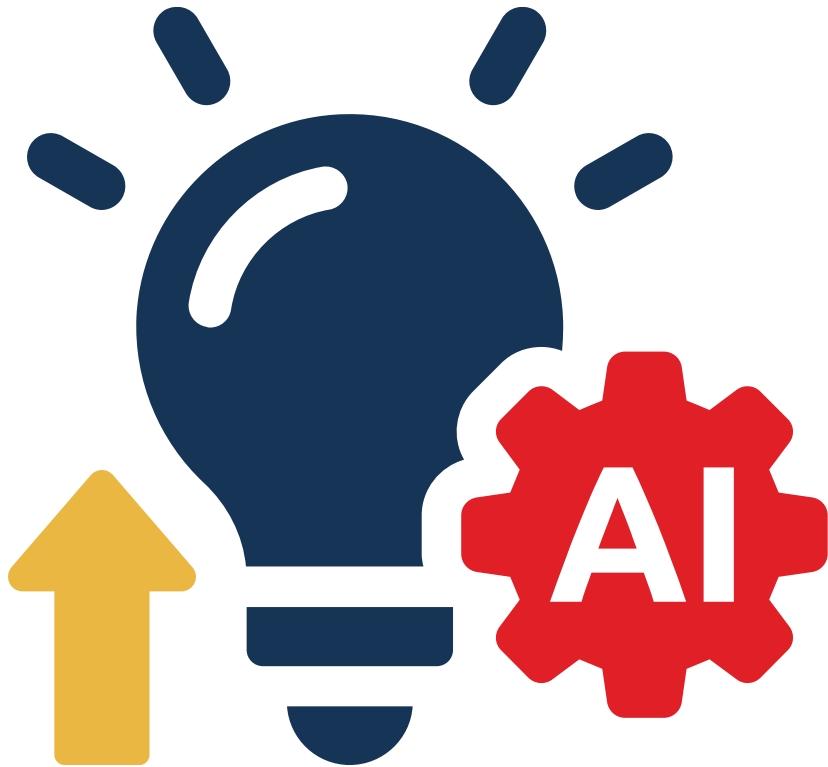


Overview Of AI

AI refers to the simulation of human intelligence in machines that are programmed to think and learn.



Examples **Of AI** In Everyday Life



Virtual Assistance

- Siri & Alexa

Recommendations Systems

- Netflix & Amazon

AI In Healthcare

- Diagnostic Tool & Personalized Treatment Plans

AI In Finance

- Fraud Detection & Credit Scoring

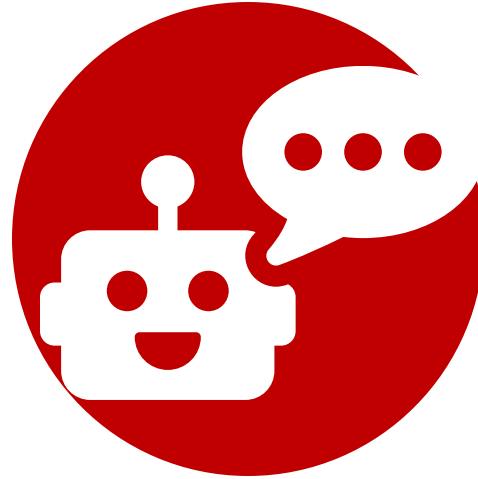
Virtual Meeting Assistants

- Zoom & MS Teams

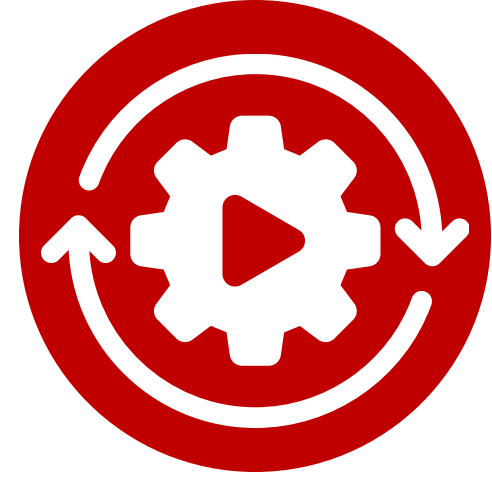
Other **Acronyms**



**Larger Language
Models**

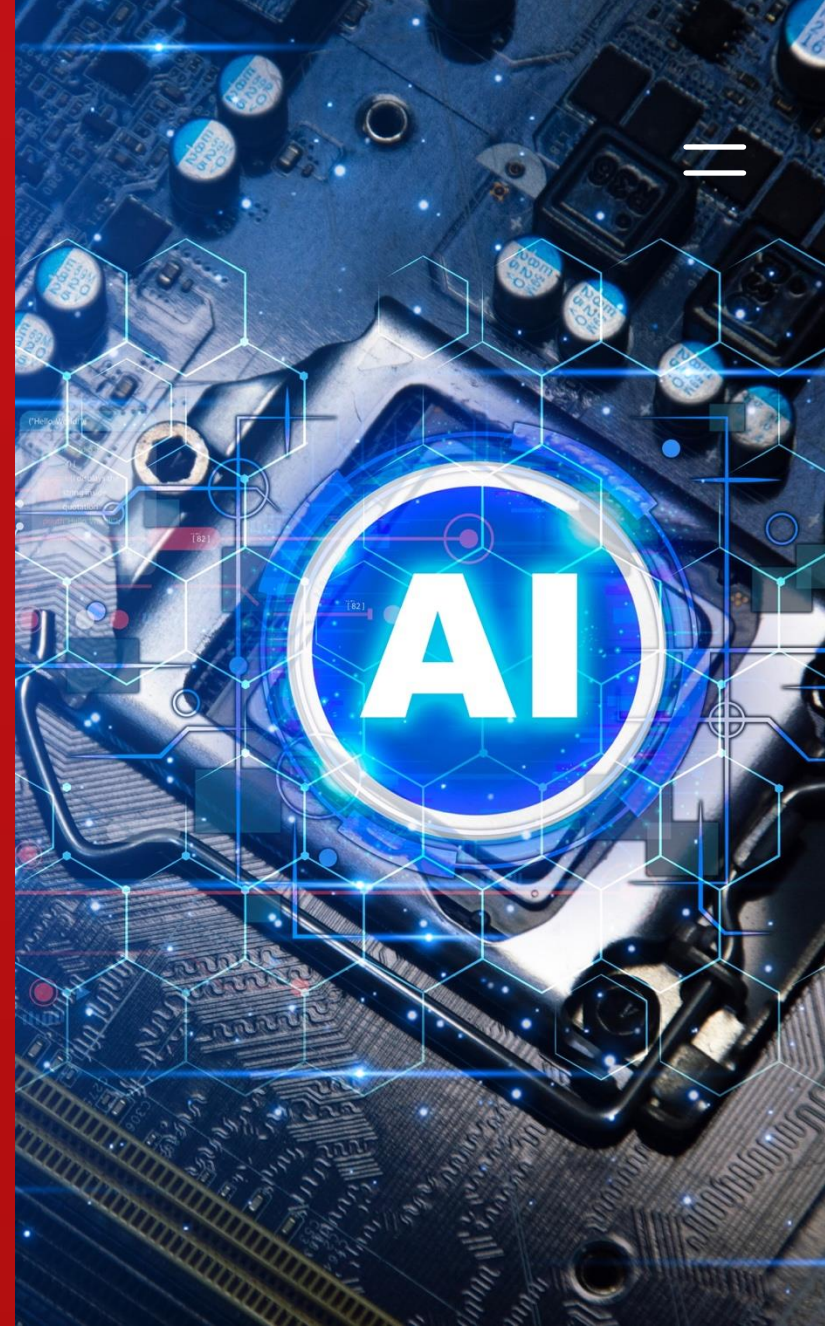


**Natural Language
Processing**



Generative AI

Understanding AI Safety





Why Does AI Safety Matter

Potential benefits of AI:

- Efficiency
- Accuracy
- Ability to handle large datasets

Why Does AI Safety Matters

Risks and challenges associated with AI:
Compliance and legal adherence, trust and transparency, data protection, privacy concerns, job displacement, and ethical dilemmas.



Ethical **Considerations**

Importance of ethical AI:

Ensuring AI benefits all
and does not harm

Examples



Bias in AI algorithms
affecting hiring processes



Privacy issues with facial
recognition technology

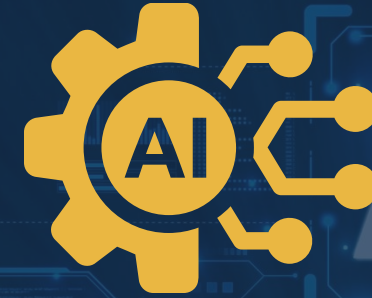
Key Safety Considerations



Content **Generation**



As an AI user, you are required to review all AI-generated content before dissemination.



Reviewers should assess trademark or copyright infringement possibilities, accuracy, relevance, and potential biases.

Data Privacy & Security

You can only input publicly available data into AI tools.



The organization's confidential or sensitive data should NEVER be input into AI tools.



Educate yourself on safe data sharing practices & reach out to your IT or UMC Support for help.



As needed, implement encryption, access controls, and anonymization techniques.

Bias & Fairness



As an AI user



You need to ensure that the AI models you are using are trained on diverse and representative data.



You will regularly monitor and address any biases that emerge during AI



You will educate yourself about potential biases and limitations

Transparency & Accountability

Ensuring accountability in AI decision-making:

Clear
documentation
of AI processes

Users should
understand how AI
decisions are made

Mechanisms for
users to challenge
AI decisions



Transparency & Accountability Cont.

As an AI user, you are responsible for:

Clearly communicating
when AI systems are in
use.

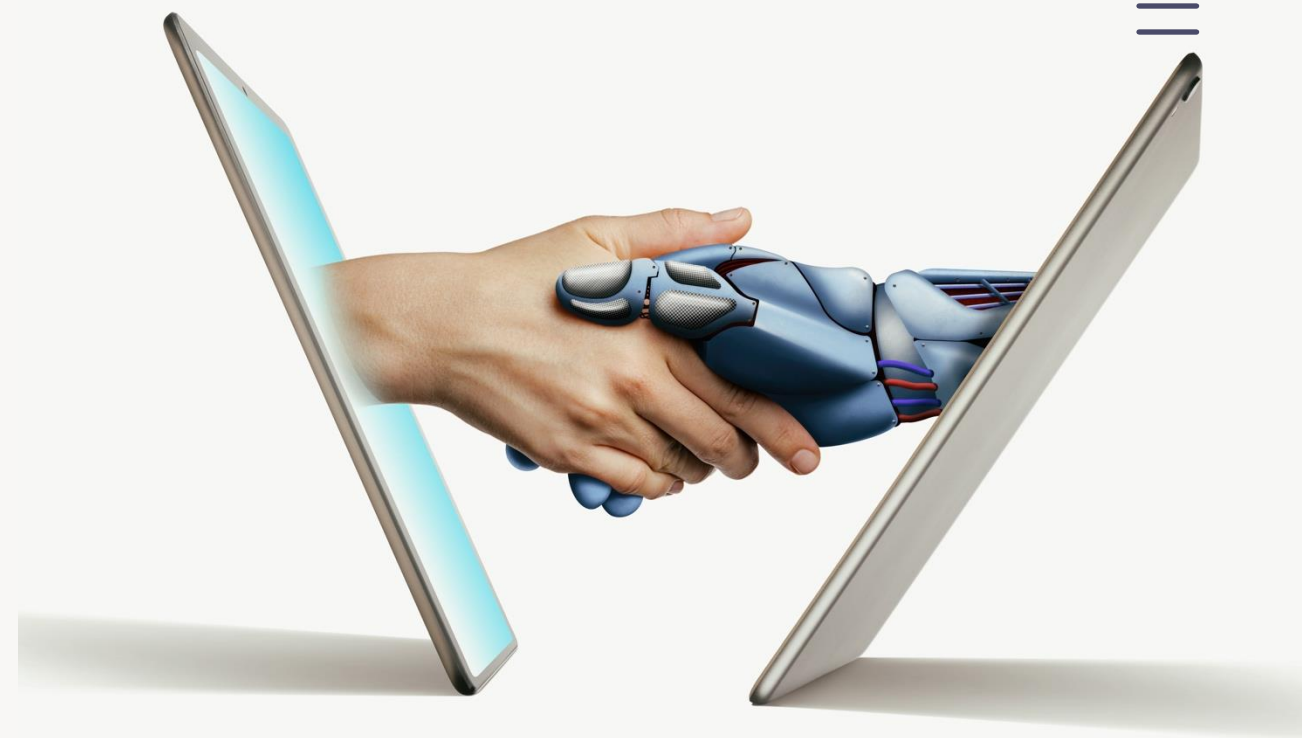
Provide explanations for
AI-generated decisions
where feasible.

Maintaining an audit trail
of your AI activities.

Implementing Safe AI Practices

Guidelines for safe AI implementation

- Leverage [GCFA Artificial Intelligence Usage Rules Template](#)
- Adherence to ethical guidelines
- Regular monitoring and evaluation of AI systems



Role of administrators in ensuring AI safety:

Contract reviews of AI tools/products to understand how data is used

Setting policies for AI use

- Providing training and resources for staff

Best Practices For Ethical AI Use



General Guidelines



Ensure
transparency in AI
operations



Regularly audit AI
systems for bias and
fairness



Protect user data with
robust security
measures

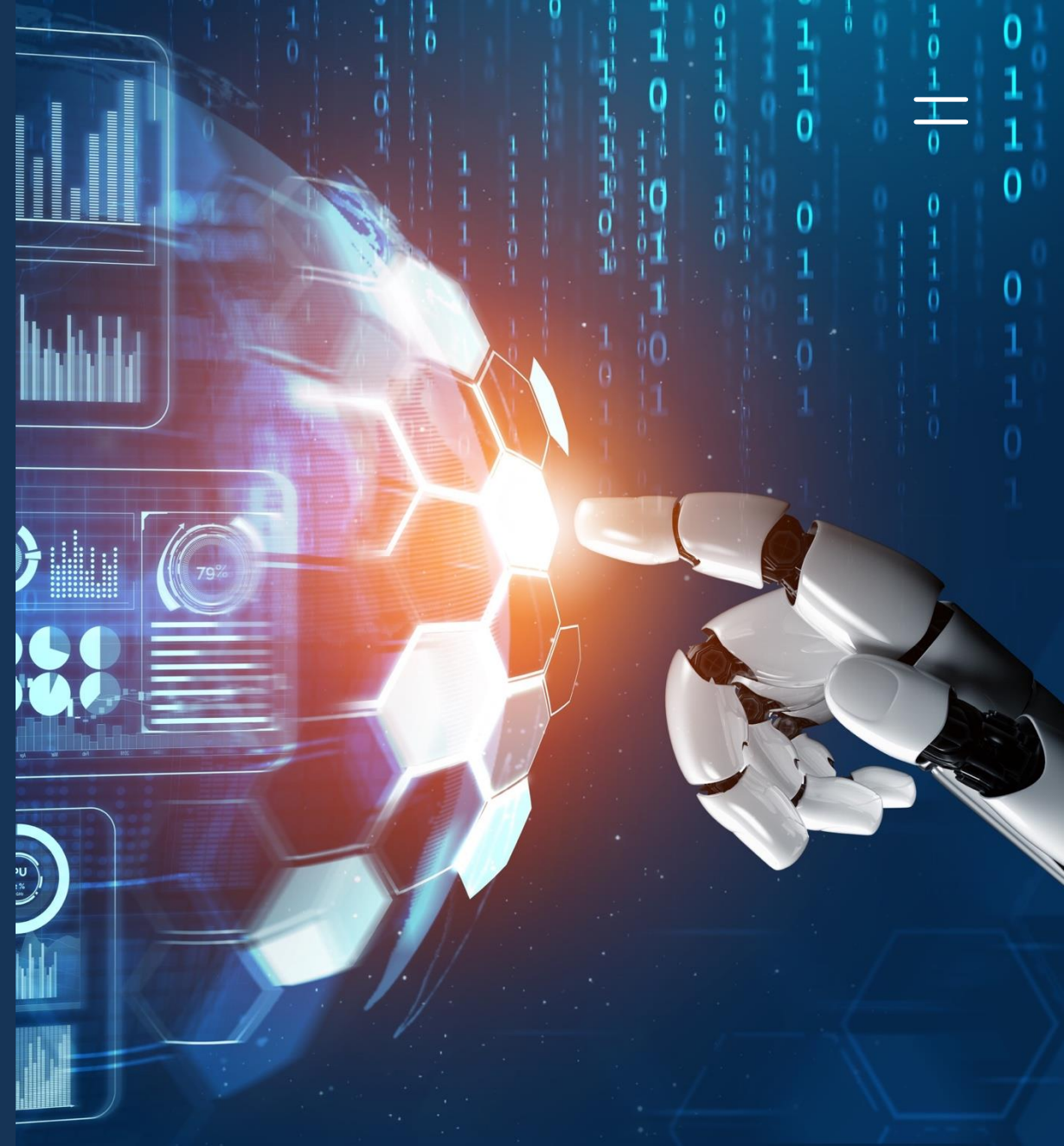
Specific Rules For Organizations

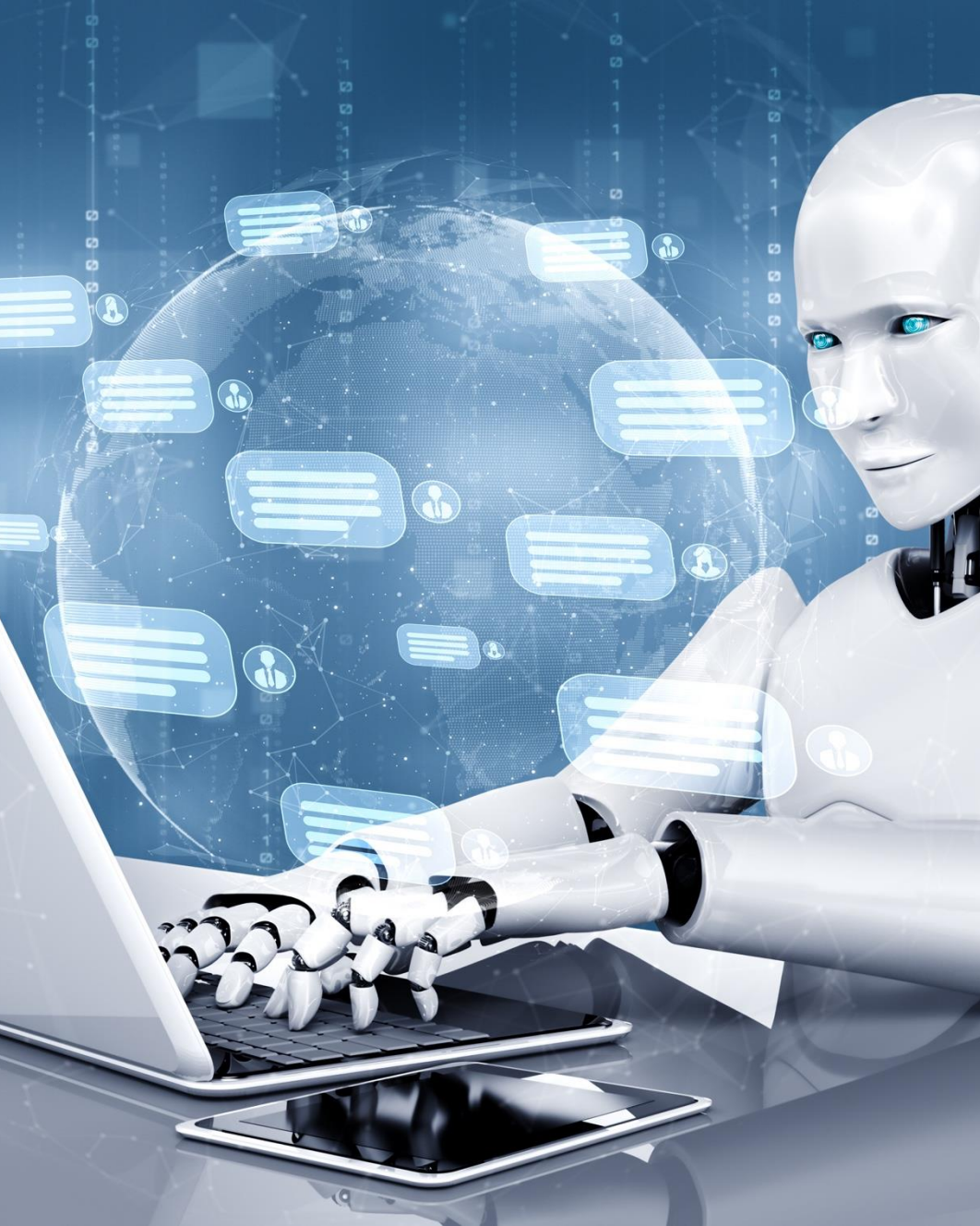
- ✓ **Develop and enforce an AI ethics policy**
- ✓ **Provide training on AI safety for all employees**
 - Establish a clear process for reporting and addressing AI-related issues



Promote **Inclusivity**

- ✓ **Involve diverse teams in AI development**
- ✓ **Ensure AI systems are accessible to all users**





Continuous Improvement



Regularly update AI systems based on feedback and new research



Stay informed about the latest developments in AI ethics and safety

Protecting Personal Data With Meeting Recording AI Tools



Best Practices **For Data Protection**

- Select Secure AI Tools
- Limit Access
- Educate Participants
- Monitor Activity
- Update Software

Questions?





Final Thoughts



Thank You!



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