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GenAI and OHSU data classifications

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Abstract

In the last year, there have been many requests to understand how GenAI can be used in the classroom by OHSU. While OHSU does not have a university-wide policy on using GenAI in coursework, some policies and guidelines exist to help faculty with setting their course-level GenAI expectations. The Data Classification policy is one such tool that faculty need to understand along with the associated risks. This proposal outlines the presentation of OHSU's data classifications, associated risk levels, and examples of academic assignments that fall into each data classification risk category.

Time permitting, we will discuss how to assess different GenAI assignments for data classification and risk. Below is the presentation outline.

Data Classification and Risk Levels: OHSU's Office of Privacy and Information Security (OPIS) has created three data classifications for the types of information used. The Data Classification Policy outlines how data at OHSU is to ensure the right security measures to protect data usage from harm, intentionally or unintentionally. The three classifications are Public Information, Private/Sensitive Information, and Restricted Information. Each classification has an associated risk level. Below is a table of the relationship between the data classification type and the associated risk with examples.

NOTE: Until OHSU has an approved enterprise-level GenAI software, only the low-risk data classification below may be used unless otherwise approved by the AI Governance Committee and an approved security review.

Data Classification and Risk Description:

- **Public Information:**

  Low - Information freely available to the public, such as public website content, press releases, general announcements

- **Private/Sensitive Information:**

  Moderate - Information intended for internal use within OHSU such as employee directory (without contact information) such as student, departmental reports, and internal meeting minutes. Things found on O2 may fall into this category.

- **Restricted Information:**

  High - Disclosure could lead to economic loss, identity theft, legal repercussions, or damage to reputation, such as patient records, student records, research data with identifiable information, Social Security Numbers, etc.

Data Classification Risk Levels and Educational Gen AI Use Examples
Many faculty have been asking for guidelines regarding what they can and cannot do with GenAI in their classrooms. Using the Data Classification type and Risk Levels above, here are some examples that would fall into each category

Low Risk: Public Information – data intended and released for public use.

GenAI examples:
- Faculty: Generation of assignment prompts, discussion questions, assessment rubrics, research topics, study guides, creative approaches to teaching challenges, etc. without the use of specific OHSU data, syllabi, or copyrighted materials.
- Students: Use publicly available data to analyze trends, use for data visualization or coding, study guides, generation of hypotheses, critique of research designs, summary table creation, assist with writing prompts or drafts, and copy editing.

Medium Risk: Private/Sensitive Information – data intended to be shared only within the OHSU community (OHSU chooses to keep this information private, but its disclosure would not cause material harm.):

GenAI examples:
- Summarize or analyze (de-identified) student feedback for student learning, course outcomes, de-identified case studies or personalized study plans, or course or curriculum modifications.
- Organize and catalog course material or documents, key points of faculty development materials, or analyze O2 "news", posts, email, chat logs, or policies.
- Summarize non-sensitive administrative survey data.

High Risk: Restricted information that requires strict controls. (Disclosure of this information beyond specified recipients would most likely cause serious harm to individuals or OHSU.):

GenAI examples:
- Use student information such as names, emails, etc. (FERPA)
- Use non-published faculty and staff information.
- Use IRB records.
- Use sensitive administrative survey data, such as raw performance review data or course
- Create or analyze faculty progress and promotion details.
- Create or analyze conduct, integrity, or Title IX investigation notes and summaries.
- Create or analyze individually identifiable health, medical, or student information, including grades, or billing information.
- Create or analyze IRB Research data or OHSU proprietary data.

Learning Outcomes
1. Understand OSHU data classification and risk using a GenAI lens
2. Analyze low-risk assignment types within OHSU guidelines
3. Engage in a discussion regarding additional GenAI uses

Policies/Guidelines:
- Data Classification Policy: https://ohsu.ellucid.com/documents/view/18381
- ITG's O2 page on Artificial Intelligence (AI) gives information about OHSU's AI committee, suggestions for using AI, and FAQs: https://o2.ohsu.edu/information-technology-group/artificial-intelligence-ai
- A LibGuide for Students Who Wish to Use Generative AI. Please share this resource with your learners: https://libguides.ohsu.edu/aiforstudents