IIUM Centre for Tawhidic Artificial Intelligence Studies (CTAIS) Policy

IIUM CTAIS POLICY DOCUMENT

PREPARED FOR:
International Islamic University Malaysia

PREPARED BY:
Centre for Tawhidic Artificial Intelligence Studies

Release Version	Date	Page Affected	Remarks/Change Reference
Version 1.0	28 May 2024	–	Initial Draft.
Version 2.0	1 July 2024	4, 5, 7.5	Amended following feedback from internal review and alignment with IIUM ICT policies.
Version 3.0	24 July 2024	4, 5.1, 5.2, 5.3	Revised based on Senate Committee feedback.
Version 3.1	25 July 2024	4, 6.0, 7.1	Minor edits and reformatting following Deans' Council input.
Version 4.0	7 August 2024	1.0, 1.2, 2.0, 3.0, 5.1, 7.0, 7.3, 7.4, 7.5	Comprehensive revision incorporating legal vetting and formatting into official IIUM policy structure.
Version 5.0	25 November 2025	1.0, 2.0, 3.0, 4.0, 5.0 expanded to 6.0, 7.0, 8.0, 9.0 and 10.0 to enable locating specific, concrete policies within the document	Comprehensive revisions incorporating comments by BoG Chairman

Submission of revised institutional IIUM AI Policy for BOG Endorsement |

Responsibility and Activity Log

Requestor	Description	Submission Date	Approval Date
Ahmad Ashaari Alias	Initial Draft	28 May 2024	–
Ahmad Ashaari Alias	Submission for Senate Meeting No. 511	26 June 2024	24 July 204
Ahmad Ashaari Alias	Re-submission to Deans' Council Meeting No. 7/2024	25 July 2024	
Ahmad Ashaari Alias	Submission to Office of Legal Adviser	30 July 2024	7 August 2024
Ahmad Ashaari Alias	Submission for approval by BOG Meeting No. 73	7 August 2024	7 August 2024
Rose Alinda Alias	Submission for approval by BOG Meeting No. 78	25 November 2025	5 December 2025

1.0 Objective

The objective of this paper is to request the Board to consider and approve the IIUM Centre for Tawhidic Artificial Intelligence Studies (CTAIS) Policy at International Islamic University Malaysia.

2.0 Scope

This policy applies to all kulliyyahs, institutes, centres, and administrative departments within IIUM, as well as any collaborations, projects, or partnerships that involve AI research, applications, or decision-making systems.

3.0 Policy Statement

The International Islamic University Malaysia (IIUM) is committed to promoting the responsible, ethical, and effective use of Artificial Intelligence (AI) across its academic, research, administrative, and community engagement activities. This policy establishes the principles, governance structures, and operational guidelines to ensure AI is deployed with integrity and stewardship in alignment with the university's philosophy and values.

4.0 Policy Principle

4.1 Responsible Use: AI systems must uphold human dignity, privacy, and autonomy.
4.2 Transparency: AI decisions and processes must be explainable and auditable.
4.3 Accountability: Clear roles must be defined for oversight and redress mechanisms.
4.4 Inclusivity: AI must promote equitable access and avoid reinforcing bias.
4.5 Sustainability: AI adoption must consider environmental and social impacts.

5.0 Governance and Oversight

The Centre for Tawhidic Artificial Intelligence Studies (CTAIS) shall serve as the lead coordinating body responsible for implementing, monitoring, and periodically reviewing this policy. CTAIS will report directly to the Office of the Rector and work collaboratively with other IIUM kulliyyahs, institutes, centres, and administrative departments to ensure compliance and capacity-building.

All IIUM entities adopting AI must conduct ethical impact assessments, ensure data governance compliance, and register AI systems with CTAIS for risk categorization. Training on responsible AI use shall be mandatory for academic and administrative staff involved in AI-related activities.

6.0 Academic Use of AI

Policy 6.1: AI tools may be used to support learning and research, provided such use is declared and ethically compliant.
Policy 6.2: Use of AI to generate assignments, theses, or exam responses without disclosure or approval constitutes academic misconduct.
Policy 6.3: Each Kulliyyah may issue supplementary guidelines for disciplinary-specific AI use.
Policy 6.4: Assessment methods shall emphasize critical thinking, reflection, and authenticity.

7.0 Research and Innovation

Policy 7.1: Research involving AI must receive prior ethics approval.

Policy 7.2: AI-generated content in publications must be acknowledged.

Policy 7.3: Researchers developing AI must ensure transparency, explainability, and fairness.

Policy 7.4: All AI research must comply with IIUM's ethics, data, and IP policies

8.0 Data Governance and Privacy

Policy 8.1: All AI systems must comply with the Personal Data Protection Act (PDPA) 2010.

Policy 8.2: Data shall not be shared with third-party AI platforms without consent and proper agreements.

Policy 8.3: Data used for AI training must be anonymized and securely stored.

Policy 8.4: AI vendors must adhere to IIUM's privacy and security standards.

9.0 Equity and Accessibility

Policy 9.1: IIUM shall provide equitable access to approved AI tools.

Policy 9.2: Kulliyyahs shall ensure AI-based materials are inclusive and accessible.

Policy 9.3: The University shall provide capacity-building programmes to bridge digital gaps.

10.0 Capacity Building and AI Literacy

Policy 10.1: IIUM shall integrate AI literacy and digital ethics across academic programs.

Policy 10.2: The IIUM AI Centre (or CTAIS) shall serve as IIUM's hub for AI ethics training and innovation.

Policy 10.3: Academic and administrative staff using AI must attend professional development on responsible AI use.

11.0 Legal and Compliance Obligations

Policy 11.1: All AI-related agreements must be vetted by the IIUM Legal Office.

Policy 11.2: Intellectual Property (IP) from AI-generated work shall follow IIUM's IP Policy.

Policy 11.3: Breaches of this policy shall be subject to disciplinary actions.

12.0 Monitoring and Review

CTAIS shall conduct an annual review of this policy and submit reports to the University Management Committee (UMC) and the Board of Governors (BOG). Amendments shall be proposed as needed based on emerging AI developments, regulatory changes, or ethical concerns.

13.0 Reference for National & Global Alignment

13.1 MOHE's Garis Panduan Teknologi Kecerdasan Buatan Generatif (KBG) Dalam 13.2 Pengajaran dan Pembelajaran (PdP) Pendidikan Tinggi (April 2024)

13.3 Personal Data Protection Act 2010

13.4 Malaysia's National Artificial intelligence Roadmap (2021-2025)

13.5 UNESCO's Recommendations on the Ethics of AI (2021)
13.6 IIUM Policy Documents