Information on the use of Artificial Intelligence systems

University of Verona

Updated on: 31 January 2026

1. Foreword and purpose of this notice

The University of Verona uses Artificial Intelligence (AI) systems consciously and responsibly to support its institutional functions. This notice is published for the purposes of transparency and awareness, in accordance with Law no. 132 of 23 September 2025, and describes:

- the areas in which AI is used;
- the purposes for which it is used;
- the safeguards in place to protect people and data.

2. General principles for the use of AI

The University's use of Artificial Intelligence is based on the following principles:

- AI systems are used exclusively as support tools;
- no AI system takes autonomous decisions;
- responsibility for activities and procedures always remains with natural persons;
- all systems are recorded, evaluated in advance and subject to human supervision.

3. AI governance at the University

The University of Verona has established an Artificial Intelligence Team (Team IA) with functions of guidance, coordination and supervision over the use of AI systems. The Team IA:

- oversees the governance of Artificial Intelligence systems;
- maintains an inventory of systems in use;
- promotes preventive risk assessments and compliance checks;
- ensures adherence to the University's AI Guidelines, the applicable law and the principles of transparency, accountability and protection of rights.

The use of AI systems takes place in compliance with the University AI Guidelines, which should be carefully read.

4. Use of AI for administrative purposes

The University uses AI systems to support administrative activities, in particular for:

- querying and analysing institutional documents;
- supporting the drafting of texts and communications;

- summarising and transcribing meetings;
- managing communications and calendars;
- providing informational support to internal users.

In these contexts:

- AI does not replace administrative casework;
- decisions remain the responsibility of the personnel in charge;
- measures for data minimisation, security and access control are adopted.

5. Use of AI for educational purposes

In the teaching domain, AI is used to:

- support faculty in creating educational content;
- encourage student interaction and participation;
- analyse learning activities in aggregated form;
- support social learning on e-learning platforms.

In this context:

- AI does not replace the teacher's assessment;
- human supervision is always guaranteed;
- students are provided with dedicated information notices;
- measures are adopted to avoid the inclusion of sensitive personal data.

6. Use of AI for research purposes

For scientific research activities, the University permits the use of AI systems as:

- tools to support scientific writing;
- linguistic and stylistic assistants;
- textual analysis tools.

Their use is subject to specific conditions:

- AI must not be used to automatically evaluate researchers' curricula or the quality of scientific outputs;
- the insertion of identifying personal data or sensitive data is prohibited;
- researchers remain solely responsible for the contents produced.

7. Use of AI for third-mission activities

At present, the use of AI systems is mainly concentrated in administrative, educational and research activities. Any uses within the scope of the third mission (outreach, services to the territory, interaction with external parties) will be the subject of a specific notice, in compliance with the principles of transparency and protection of rights.

8. List of the main AI systems in use

The AI systems listed below have been authorised by the University within the governance activities carried out by the Team IA. These systems may be used in all the provided functionalities, as they have been configured — according to the information supplied by the vendors and the checks carried out by the University — to exclude the use of University data for the purpose of training AI models. The following list is extracted from the University's AI systems register and is published for transparency. The complete register is used for internal governance, risk assessment and periodic audits. For further information or clarifications about the use of AI systems and their security profiles, contact Team IA at teamai@ateneo.univr.it.

Administrative area

- Microsoft 365 Copilot
- ChatGPT Edu with institutional connectors (Teams, Outlook, SharePoint, Calendar)
- Zoom AI Companion
- Grammarly for Education

Educational area

- Perusall (integrated with Moodle)
- Wooclap
- Grammarly for Education

Research area

- Writefull for Overleaf
- Grammarly for Education

The list is subject to periodic updates.

9. Processing of personal data

When the use of AI systems involves the processing of personal data, the University operates in compliance with Regulation (EU) 2016/679 (GDPR). Adopted measures include, where necessary:

- data protection impact assessments (DPIAs);
- data minimisation measures;
- configurations that exclude training on University data;
- periodic audits.

Further information on the processing of personal data is available on the University of Verona's Privacy page.

10. Rights of the data subjects

Data subjects have the right to:

- know whether a service or activity is supported by AI systems;
- request clarifications on the role played by AI;
- obtain human review of activities concerning them;

- exercise the rights provided by the GDPR.

Contacts:

- Data Protection Officer (DPO): dpo@ateneo.univr.it

- Head of Digital Transition (RTD): segreteria.sia@ateneo.univr.it

11. Updating of the notice

This notice shall be periodically updated in relation to:

- the evolution of laws and technology;
- the outcomes of audits and governance activities carried out by the Team IA;
- the adoption of new AI systems;
- the modification, replacement or discontinuation of AI systems already recorded in the register.

Updates are carried out in consistency with the University's AI systems register.