

COMPUTER POLICY

(page 108, Catalog & Student Handbook)

College-owned or operated computing resources are for the use of faculty, students, staff and other authorized individuals. Exercise responsible, ethical behavior when using these facilities. The College does not attempt to articulate all required or proscribed behavior by its users. Therefore, each individual's judgment on appropriate conduct must be relied upon. To assist in such judgment, the following guidelines have been developed:

1. Computing resources and access accounts are to be used only for the purpose for which they are assigned and are not to be used for commercial purposes or non-College related activities.
2. An access account assigned to an individual must not be used by others. Individuals are responsible for the proper use of their accounts, including proper password protection and appropriate use of Internet resources. Allowing friends, family, or coworkers to use one's account is a serious violation of these guidelines.
3. All computer software is protected by the federal copyright law, and most are proprietary and protected by legal licensing agreements in addition to the copyright law. Everyone is responsible for being aware of the licensing restrictions for the software they use on any system.
4. Do not engage in activities to damage or disrupt hardware or communication such as virus creation and propagation, wasting system resources, and overloading networks with excessive data.
5. Be considerate. Do not monopolize or misuse system resources by, for example, requesting multiple copies from printers or by playing games.
6. No one may create, display, transmit, or make accessible threatening, racist, sexist, obscene, offensive, annoying, or harassing language and/or material, such as broadcasting unsolicited messages or sending unwanted mail.
7. No one may intentionally access or damage systems or information that is not theirs, such as College records, or use any system for illegal activities. Failure to follow the Acceptable Use Guidelines may result in the suspension or revocation of access accounts or other College disciplinary action.