

COMPUTER USE POLICY

In support of the mission of the District's colleges to educate those in their respective service areas, the colleges provide computing, networking, and information resources to their students, faculty, and staff.

A. Rights and Responsibilities

Computers and networks can provide access to resources on and off campus, as well as the ability to communicate with other users worldwide. Such open access is a privilege and requires that individual users act responsibly. Users must respect the rights of other users, respect the integrity of the systems and related physical resources and observe all relevant laws, regulations, and contractual obligations.

Students and employees may have rights of access to information about themselves contained in computer files, as specified in federal and state laws. Files may be subject to search under court order. In addition, District administrators may access user files as required to protect the integrity of computer systems. For example, following organizational guidelines, administrators may access or examine files or accounts that are suspected of unauthorized use or misuse, or that have been corrupted or damaged.

B. Existing Legal Context

All existing laws (federal and state) and regulations and policies apply, including not only those laws and regulations that are specific to computers and networks, but also those that may apply generally to personal contact.

Misuse of computing, networking, or information resources may result in the loss of computing privileges. Additionally, misuse can be prosecuted under applicable statutes. Users may be held accountable for their conduct under any applicable college or District policies, procedures, or collective bargaining agreements. Complaints alleging misuse of the District's technological resources will be directed to those responsible for taking appropriate disciplinary action. Reproduction or distribution of copyrighted works, including, but not limited to, images, text, or software, without permission of the owner is an infringement of U.S. Copyright Law and is subject to civil damages and criminal penalties including fines and imprisonment.

Activities will not be considered misuse when authorized by District officials or those contracted by the District for security or performance testing.

C. Additional Use Policies

Additional use policies and terms and conditions may be in place for specific electronic services offered either by the colleges or by the District. *This information will be included in Administrative Regulations, computer lab regulations, or faculty developed regulations for class operation.*

D. Enforcement

Penalties may be imposed under one or more of the following: Policies and regulations publicized in the *Administrative Regulations*, college catalogs, California law, or laws of the United States.

Reference:

Education Code § 70902

ADOPTED: 7/12/01