



INDIAN RIVER STATE COLLEGE

District Board of Trustees

Policy Manual

TITLE: Information Technology Policy	NUMBER: 6Hx11-9.12
AUTHORITY: Florida Statutes: 775, 815, 1001.02, 1001.03, 1001.64 Title 18, United States Code	SEE ALSO: 6Hx11-3.24, 6Hx11-7.31, 6Hx11-6.21, AP-9.121, AP-9.122
DATE ADOPTED: April 23, 2002 HISTORY: Revised: (January 22, 2008); Formerly 6Hx11-4.222 (2-27-1996), 6Hx11-6.12(10-28-1981)	PAGE: 1 of 3

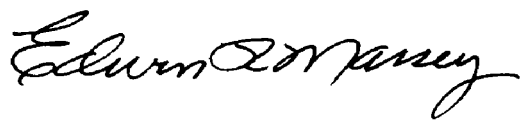
The College provides access to technology resources for students, employees, and other members of the College community to support the instructional, research, and administrative activities of the College. The College expects all persons with access to use electronic resources in a responsible manner. Inappropriate use of these tools may infringe on the rights of others and may violate College policies. The District Board of Trustees authorizes the President to establish guidelines for access and acceptable use of College computers and network systems by students and employees.

Allocation of Resources

Allocation of technology resources shall be accomplished through the College's annual budgeting process. Priorities for allocation and for use of technology resources are given to educational and administrative purposes. Personal use must not be excessive and must not detract from the College's objectives and mission.

Access to Computing Resources

Access to information technology resources is intended for students, employees, and others in the pursuit of information, research, learning, and in the performance of College activities. Account access is granted based on an individual's educational purpose or College responsibility. Accounts comprise any form of access including use of computers in laboratories, classrooms, and libraries, along with access to IRSC web resources. RiverNet is the College network that provides access to IRSC technology resources that include the Internet, central computing resources, internal e-mail, and the intranet system.

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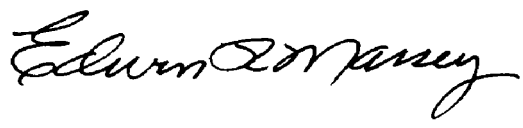
Responsible Use

All members of the College community are expected to use IRSC technology resources in a responsible manner. Responsible use means respecting the rights of other computer users, maintaining the integrity of the computer and network systems, and honoring pertinent license and software agreements. Use of College resources is considered an agreement by the user to comply with the provisions of this policy and all other College guidelines and procedures established for technology use. Users are subject to all state or federal laws relating to electronic media, copyright, privacy, and security.

Privacy

Information residing on equipment or property owned or leased by the College is considered the responsibility and/or property of the College. As an agency of the State of Florida, the College is subject to the provisions of public record law. Electronic documents are "public records". Student records and certain employee information are considered confidential according to state and federal statutes and Board Policies, 6Hx11-6.21 and 6Hx11-7.31. Access to such information by others, either by direct examination or by automated searching, is restricted to purposes of an educational nature and requires the approval of the President, or designee.

A user's right to privacy with regard to information placed on College computing resources is superseded by the College's interest in maintaining the network's integrity and protecting the rights of all users. A user should have no expectation of privacy in electronic communications.

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College Right to Monitor and Limit Use

The College does not monitor or generally restrict the content of material transported across its networks, but retains the right to access, review, and remove electronic communications, computer files, and computer usage for legitimate business reasons. The College reserves the right to restrict computer usage and network-based services for individuals who violate College policies, contractual obligations, or state or federal laws.

Violations

Violations of this policy should be reported immediately to the appropriate authority. Situations that threaten the integrity of College computers, networks, or data should be reported to the appropriate network or system administrator. Violations occurring within the course of employment should be reported to an employee's supervisor or in the alternative, the Assistant Dean of Human Resources. A student in violation of this policy should be reported to the Vice President of Student Affairs. Any employee or student of this institution who is found to have violated this policy will be subject to disciplinary action up to and including termination, suspension, and/or expulsion; within the provisions of applicable current Board policies.


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