

POLICY 436.01: Computer Resources Acceptable Use Policy

EFFECTIVE: 07-01-2011

SUPERSEDES: College Handbook, Revised November 2006

SOURCE: Local Policy

CROSS REFERENCE:

Computer resources are defined as all SSCC owned host systems, personal computers, laptops, printers, software, communications devices, peripherals and supplies. These guidelines supplement existing institutional policies as well as applicable state and federal laws and regulations. The computing resources at Snead State Community College are intended to support the educational and administrative endeavors of faculty and staff. Access to and use of SSCC computing resources is a privilege and therefore should be treated as such. Snead State Community College reserves the right to audit networks and systems on a periodic basis to ensure compliance with this policy. *Any violation of this policy could result in privileges being suspended, an official reprimand, termination, and/or criminal prosecution if laws have been broken.* The following activities are prohibited on all SSCC computing resources:

1. Altering system software or hardware configurations without authorization of the SSCC IT department.
2. Accessing via the Internet or any other means of pornographic, obscene, or questionable material.
3. Installing, copying, distributing or using software that has not been authorized by the SSCC IT department.
4. Using computing resources for illegal activities.
5. Accessing or attempting to access another user's files, e-mail, or other computing resources without their permission.
6. Allowing unauthorized users to utilize your account.
7. Using computer resources for commercial or profit-making purposes without written authorization from SSCC.
8. Creation and/or distribution of viruses or other destructive programs.
9. Originating or proliferating electronic mail or other messages that may be deemed as obscene, abusive, or inappropriate. E-mail is covered under the Electronic Communications Privacy Act of 1986. This act provides for prosecution of individuals found surreptitiously capturing, reading, or altering another's e-mail without permission.
10. Violating Alabama Research and Engineering Network policies provided in the Alabama Supercomputer Authority Policy.

Note: All Snead State employees are required to sign an agreement to comply with the Computer Resources Acceptable Use Policy for Employees.