Procedure 3.2534

Computer Use Guidelines for Students/Patrons Procedure

- Individuals shall not create, display, transmit or make accessible any materials, messages, or emails in violation of state, federal, or local law.
- The primary purpose of the Internet connection on the BCCC campus is to support research, education, and life-long learning.
- The use of the Internet access provided by BCCC for illegal, actionable, or criminal purposes are prohibited.
- The use of the Internet for product advertisement, commercial activities, or political lobbying is also prohibited.
- BCCC shall not be liable for any damages of any kind, including consequential or incidental damages, arising from submission, installation, maintenance, transmission, copying, modification, distribution or any use of any materials via the Internet.
- The College affirms the rights and responsibility of parents of underage children to determine and monitor children's use of materials and resources accessible on the Internet.
- The use of the Internet is a privilege, not a right.
- Users are not to tamper with computer hardware or software configurations.
- Students are not to copy, install, or save anything to the hard disk of a PC without approval. Any unauthorized copies are subject to periodic deletion.
- Malicious actions are subject to criminal and/or civil prosecution regardless of the official status of the offender.
- Compliance with all copyright laws is mandatory. The user is responsible for being aware of the licensing restrictions.
- Individuals shall not monopolize or misuse system resources.
- Computer users shall not intentionally interfere with the normal operation of the computer network.
- Individuals shall not engage in activities that damage or disrupt hardware or communication such as virus propagation, wasting system resources, and overloading networks with excessive data.
- Individuals are responsible for the proper use of their accounts.
- Children are not permitted in computer labs unless enrolled in a Continuing Education computer class.
- All users who utilize the College's computing and information resources must do so responsibly, respecting the integrity of the College, as well as, the integrity of the

physical facilities.

- Users must respect the privacy and usage privileges of others.
- Food and drinks are not allowed in computer labs.
- Users do not have an expectation of privacy regarding their use of the computing resources, and by accessing and using the College's computing resources, users expressly consent to such monitoring, access, and use by the College. Failure to follow this policy may result in the suspension or revocation of computer privileges and/or other College disciplinary action.

References

Legal References: *Enter legal references here*

Cross References: Academic Support Services Policy

History

Senior Staff Review/Approval Dates: *11/6/2013, 9/30/2016*

Board of Trustees Review/Approval Dates: *Enter date(s) here*

Implementation Dates: *Enter date(s) here*