

# **Southern Virginia University**

## Dept. of Information Technology

### Acceptable Use of Electronic Resources Policy

The Southern Virginia University IT department is dedicated to providing the best technology experience possible to Faculty, Staff, and Students. To accomplish this, boundaries of “acceptable use” for our limited resources must be set. Southern Virginia University provides an electronic information environment to support University business and its mission of education, research and service. By using University electronic information systems, users assume personal responsibility for their appropriate use and agree to comply with not only this policy, but other applicable University policies, as well as City, State and Federal laws and regulations. Therefore, users of electronic information systems are urged, in their own interest, to review and understand the contents of this policy.

The following are all acceptable uses of University computing resources. They are not an exhaustive list of proscribed behaviors, but are intended to implement and illustrate the general purpose of this and other relevant University policies, as well as applicable laws and regulations. Additional specifics may be declared for the acceptable use of individual computer systems or networks by individual departments, or system administrators.

#### Appropriate Uses

Southern Virginia University makes computing resources (including computers, networks, electronic mail services and electronic information sources) available to faculty, students, staff, and the general public to support the educational, and service missions of the University.

When demand for computing resources may exceed available capacity, priorities for use of University-wide computing resources are:

1. Uses that directly support the educational and service missions of the University.
2. Other uses that indirectly benefit the education, and service missions of the University. This includes reasonable and limited personal communications.
3. Recreation, including the use of legally obtained video games and multimedia (including streaming).

The University may enforce these priorities by restricting or limiting usages of lower priority in circumstances where their demand and limitations of capacity impact or threaten to impact usages of higher priority.

#### User Responsibilities

Each person with access to the University's computing resources is responsible for their appropriate use. In addition to upholding the Southern Virginia University Code of Honor, additional General Standards for Acceptable Use include:

- Maintaining behavior consistent with the mission of the University and with authorized activities of the University or members of the University community.
- Respect for the rights and property of others, including intellectual property rights.
- Behavior consistent with the privacy and integrity of electronic networks, electronic data and information, and electronic infrastructure and systems

Failure to uphold any of these standards constitutes a violation of this policy and may be subject to disciplinary action.

The following are unacceptable uses of University resources:

- Illegally downloading, possessing, or distributing media content such as movies, music, or documents.
- Attempting to circumvent or manipulate the University Content Filter
- The unauthorized copying or use of licensed computer software;

- Uses that threaten the integrity of the system, the privacy / actual / perceived safety of others
- Use of University computer resources for private business or commercial activities (except when such activities are otherwise authorized under applicable University policies), fundraising or advertising on behalf of non-University organizations, the reselling of University computer resources to non-University individuals or organizations, and the unauthorized use of the University's name.
- Anonymous and pseudonymous communications are expressly prohibited.
  - When investigating alleged violations of the Acceptable Use Policy, an authorized system administrator may, to attempt to identify the originator of anonymous/pseudonymous messages, refer such matters to appropriate disciplinary bodies to prevent further distribution of messages from the same source.
- Making University computing resources available to individuals not affiliated with Southern Virginia University without approval of an authorized University official;
- Unauthorized access, possession, or distribution, of electronic information or data that is confidential under the University's policies regarding privacy or the confidentiality of student, administrative, personnel, archival, or other records, or as defined by the Director of IT;
- Interference with or disruption of the computer or network accounts, services, or equipment of others, including, but not limited to, the propagation of computer "worms" and "viruses", and the inappropriate sending of "broadcast" messages to large numbers of individuals or hosts;

#### Enforcement and Penalties for Violation

Users who violate any provision of this policy, other relevant University policies, or applicable City, State, or Federal laws or regulations may face sanctions up to and including confiscation of network and computer equipment, suspension of network access, or expulsion. Depending on the nature and severity of the offense, applicable violations can be subject to disciplinary action through the Honor Council or disciplinary procedures applicable to faculty and staff.

It may at times be necessary for authorized systems administrators to suspend someone's access to University computing resources immediately for violations of this policy, pending interim resolution of the situation (for example by securing a possibly compromised account and/or making the owner of an account aware in person that an activity constitutes a violation). In the case of egregious and continuing violations, suspension of access may be extended until final resolution by the appropriate disciplinary body.

Computer and network use is subject to State and Federal laws and regulations. Suspected violations of applicable law are subject to investigation by University and law enforcement officials. These laws include, but are not limited to:

- Federal Copyright Law
- Federal Wire Fraud Law
- Federal Computer Fraud and Abuse Law
- Federal Child Pornography Laws
- Pyramid schemes/Chain Letters
- Defamation
- Invasion of privacy
- Public disclosure of private facts
- Wrongful intrusion