

Regulation

SUPPORT OPERATIONS

5301.1

GUIDELINES FOR COMPUTER NETWORK & INTERNET ACCESS

I. Guidelines

- A. All network users must use legally-acquired computer resources (e.g. software, networks, databases, etc.).
- B. The District personnel shall monitor the use of network resources by students and employees to promote the appropriate use thereof.
- C. The District reserves the right to examine all personal electronics files in order to promote compliance with this regulation and with local, State and/or Federal laws.
- D. The District shall provide training and support to faculty, staff and students. Training shall be designed in part to provide users with knowledge of this regulation.
- E. It shall be each individual user's personal responsibility to be aware of the potential for and possible effects of manipulating electronic information and to verify the integrity and authenticity of information that he or she compiles or uses.
- F. Each individual user is responsible to respect and value the rights of privacy for all; to recognize and respect the diversity of the population and the opinions of other internet users; to behave ethically; and to comply with legal restrictions regarding the use of information resources. Accessing or disseminating information that is illegal, defamatory, abusive, racially offensive, and/or adult-oriented will be deemed a violation of this regulation which could result in disciplinary and/or legal action against the violator.
- G. Each individual user is responsible to refrain from acts that waste resources or prevent others from using them. These acts may include, but are not limited to, commercial advertising, mass mailings for other than educational purposes, political fundraising, and other activities that detract from the educational mission of the institution connection. These actions may result in denial of access.
- H. It shall be considered a violation of this regulation for a user to attempt to circumvent any computer security measures imposed by the District or non-District organizations on the internet. It shall also be considered a violation to obtain passwords belonging to others, to represent oneself as another user and to attempt to ascertain security access codes, etc.

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- I. The District reserves the right to terminate any student's or employee's access to the network at any time, without prior notice, completely at the District's discretion.
- II. Consequences for Violating Internet Access Policy and Regulation
 - A. In cases where the responsibilities of an individual for operating the Network connection are suspected of not being met, the involved user(s) shall have their network connection rights immediately suspended at the discretion of the District Superintendent or designee.
 - B. Suspected misuse of the network connection shall be immediately reported to the Superintendent or designee. The Superintendent or his/her designee will, in turn, notify the parent/guardian if the suspected misuse involves a student and review the specifics of the case. After reviewing the details of the case, the Superintendent or designee will determine the final disciplinary or legal action to be taken.
- III. Parental Notification

Parents shall be notified that students will have access to the network, warned of the potential abuses thereof, and advised of the consequences associated with that misuse. (See attached regulations 5301.2 and 5301.3).