Guidelines for Use of Internet Resources

Acceptable Use of Electronic Resources

Henderson State University
Huie Library
Arkadelphia, Arkansas

Internet Policy

Internet access is available to HSU/OBU students, faculty, and staff as well as to the community. Priority of use will be given to members of the HSU community. Community patrons may be asked to vacate terminals if HSU patrons are waiting.

If you are affiliated with Henderson State University, login using your computer account. Otherwise, a librarian will log you on to a computer. Failure to logout will allow others access to your computer account.

Terminals are provided for the community and may be used for an unregulated time period. Community patrons may be asked to vacate these terminals if other patrons are waiting. Priority use will be given to members of the HSU community.

Student email accounts provided by Henderson State University and web-based email access is available on specific computers.

Huie Library does not censor its resources, regardless of format. The library is responsible only for the content of those pages bearing its name. The library is not responsible for the accuracy of information found on the Internet. Patrons should evaluate sites for content and accuracy. Selected resources may be offensive to some patrons; parents are responsible for their children's use of the Internet.

Note: In compliance with Arkansas Act 1533 of 2001, patrons under the age of 18 will have Internet privileges suspended if using public terminals to access sexually explicit websites. Repeat offenses will result in revocation of Internet privileges.

The library's Internet resources are limited; use of these resources must support educational research. Chat, Games, and/or FTP are prohibited.

Misuse of Internet terminals may result in revocation of Internet privileges. Misuse includes:

chat

games

attempting to reconfigure workstations

loading additional software

destruction of or damage to equipment, data or software

violation of computer system security

unauthorized use of accounts or network identification assigned to others

unauthorized copying of copyright-protected material

disruption or unauthorized monitoring of electronic communication

violation of software license agreements

harassment of others

violation of another's privacy

Printing is available at the Reference Desk at a charge of $.05 per page.

Due to the emerging nature of this service, policies are subject to change without notice and at the Library's discretion.

Binghamton University
Binghamton University Libraries
Binghamton, New York

Acceptable use of Electronic Resources

All "BU only" resources are library subscriptions that are accessible only from the Binghamton University network or from an Internet Service Provider using the library proxy server. Access and use is restricted by license agreements to purposes of research, teaching, and private study by current BU faculty, staff, and students. The following are strictly prohibited: all commercial use; copying or tampering with any software or code used to display and/or run the resources; the systematic downloading, copying or distributing of information (including for use in course packs); and removing or altering copyright notices. Misuse of these resources violates the terms of BU's license agreements. Violation of a licensing agreement could result in termination of the resource to the entire campus community. See also Binghamton University Copyright Policy

Acceptable Use of Library Computers and the Network

Access to information technology is essential to the Binghamton University Libraries mission to provide leadership to the University community in accessing and using information resources for teaching, learning and research. The preservations of that privilege by the full community requires that each faculty member, staff member, student, and other authorized user comply with institutional and external standards for appropriate use.

East Carolina University
Joyner Library
Greenville North Carolina

Electronic Resources Use Guidelines

To provide access to subscription databases and electronic journals, Joyner Library is required to sign licenses agreeing to certain terms and conditions regarding the use of the information or data. The guidelines below provide a general outline of acceptable and non-acceptable uses of our electronic resources. Many publishers are aware of the technological potential for violating license restrictions and may monitor the use of their products to ensure that the terms of the agreement are being followed. If these restrictions are violated the provider may terminate access to the database or journal to the entire University.

Authorized users are:

- Currently enrolled full or part-time ECU students
- ECU faculty (full or part-time)
- ECU staff (full or part-time)
- Walk-in library users, while in the building

Off campus/remote use is:

- Available for most Web-based electronic resources
- Limited to ECU students, faculty and staff with current ECU e-mail accounts
- Available to authorized users through Joyner library's proxy server
- Is not available to users with Area Resident or Educator cards

Acceptable uses:

- Print one copy of an article for personal use (scholarly, educational, or non-commercial research)
- Download one copy of an article for personal use (scholarly, educational, or non-commercial research)
- Send one copy of an article to an authorized user
- Fulfill interlibrary loan requests as permitted under negotiated contracts

Prohibited uses:

- Systematic copying or downloading (i.e., downloading/printing/copying all the articles in a journal issue)
- Removal or alteration of the copyright notice on any licensed materials
- Sending a copy of licensed material to an unauthorized user either in print or in electronic format (this includes sending licensed material to a listserv or mass e-mail)
- Making licensed material available through an unsecured Internet server
- Adapting, abridging or altering the licensed materials
- Selling, distributing or otherwise commercially profiting from use of licensed material

All use of licensed materials is subject to copyright law (title 17, U.S. Code). Any questions regarding specific licenses should be directed to the Head of Acquisitions.

PROHIBITED USES OF ELECTRONIC RESOURCES

Colorado State University Pueblo
Colorado State University Pueblo Library
Pueblo, Colorado

Definition

For purposes of this policy statement, electronic communications includes but is not limited to electronic mail, Internet services, voice mail, audio and video conferencing, and facsimile messages that are sent or received by faculty, staff, students, and other authorized users of university resources.

Policy

Ownership of Electronic Communication and Permissible Uses

The University provides various forms of electronic communications for the purposes of conducting academic pursuits and other university business. The records created are the property of the University, not of the individuals sending or receiving such messages. Authorization to utilize electronic and voice mail is established by the Computer Center with right of appeal to the Office of the Provost. Individuals who are authorized to use electronic and voice mail may make incidental and occasional personal use of these facilities when such use does not generate a direct cost to the University. In doing so, users acknowledge the organization's ownership of the systems and its rights with regard to use.

Prohibited Uses

Prohibited uses include but are not limited to:

Commercial purposes or other personal gain.

Use of electronic communications to send copies of documents in violation of copyright laws.

The transmission of information, access to which is restricted by laws or regulations.

Use of electronic communications to intimidate, threaten, or harass other individuals, or to interfere with the ability of others to conduct university business.

The forging of communication so it appears to be from someone else.

Obtaining or attempting to obtain access to data, files, other electronic communication, etc. other than that for which one has proper authorization. Any attempt to breach security measures to access or

acquire any electronically stored information one is not authorized to obtain is prohibited. These acts are prohibited regardless of methods utilized.

The term "access" includes reading, deleting, moving, changing access privileges, or affecting files, data, etc. in any unauthorized manner.

Use of chain letters.

Electronic communications conduct is expected to meet the standards of conduct, laws, regulations, etc. published in official University, State or Federal documents including but not limited to the CSU-Pueblo catalog, the Faculty Handbook, Colorado State Employees Handbook, etc.

Union College
Jones Learning Resource Center
Barbourville, Kentucky

Sharing Information and Communicating with Computers

Computers are particularly valuable resources for the sharing and communicating of programs, data, and texts. Thus, it is a serious matter when computer users take inappropriate advantage of the ease of communication that computers provide.

The sharing/serving of copyrighted materials such as software, music, movies, etc. is covered by the Copyright Law of the United States of America and Related Laws contained in Title 17 of the United States Code, including the Digital Millennium Copyright Act. Each network user will be held responsible for the material transmitted on the campus network and are subject to any repercussions of such transmission.

The use of computers and their associated communication equipment to abuse, harass, or offend others is improper. All computer users should realize that abusive, offensive, and harassing messages communicated or shared through computer resources are no different than similar conduct carried out in person, by telephone, or by mail.

What is considered obscene, abusive, offensive, or harassing when communicated in person, by mail, or by phone is also considered to be obscene, abusive, offensive, or harassing, when communicated by computer resources.

For the sake of clarity, the following are examples of things that should not be done with computers:

Place obscene materials on electronic bulletin boards.

Share files in your accounts that are obscene or contain harassing or abusive messages.

Send obscene material to anyone.

Send abusive messages to other computer users.

Make racially or sexually harassing remarks on electronic bulletin boards or send them to specific users.

Start or extend chain letters.

Using Computer Networks

Through the Union College computer system, users can access computers and networks outside the College. When accessing outside computer resources, all Union College users should know that they are representatives of the College. Users accessing outside computer systems become guests in someone else's home, and all of the rules of being a good guest apply to use of their computer systems.

Union College computer users have the responsibility to know and to follow regulations of the computer system accessed. Ignorance of the rules is no excuse for violating them. For example, users should be careful to log on and log off outside computers in the manner required by the outside computer system.

Computer users should be responsible for all charges incurred while linked to outside computer systems.

Access to other computer systems via campus and remote networks is restricted to properly registered individuals. No one should attempt to circumvent these restrictions.

Policy Related to the Union College Website and Homepage Development

The Union College Website may be edited, altered, or updated by authorized personnel only. Additional pages, sections, or substantive changes added to the Union College Website must be reviewed by public relations and receive administrative approval prior to posting or uploading.

Any faculty, staff, or administrator that posts an educationally or professionally related page must notify the system administrator prior to posting.

Future Policy Development

Due to the ongoing developments in computer technology, the College reserves the right to develop and distribute interim policies pending official approval.

PATRON VIEWING OF PORNOGRAPHIC MATERIAL

Phoenix College
Phoenix College Library
Phoenix, Arizona

Pornography Statement

In keeping with the ALA Code of Ethics, PC librarians "protect each library user's right to privacy and confidentiality with respect to information sought or received and resources consulted, borrowed, acquired or transmitted." Therefore, it is not the Library's practice to monitor the content being viewed on computer workstations.

The MCCCD has established Technology Resource Standards that prohibit certain behaviors. The viewing of pornography might fall within two of these standards:

Activities that would constitute a violation of any policy of Maricopa's Governing Board, including (but not limited to) Maricopa's non-discrimination policy and its policy against sexual harassment.

Transmitting, storing, or receiving data, or otherwise using computing resources in a manner that would constitute a violation of state or federal law, including (but not limited to) obscenity, defamation, threats, harassment, and theft.

Therefore, a librarian may ask a library user to cease viewing pornography, especially in cases where a complaint has been made. If the library user fails to comply with this request, the librarian may call Security. If the librarian is in a fearful situation and is unable to call Security, the panic button should be used.

The librarian must contact Security, who will call the Police, if someone is viewing child pornography.

CONSEQUENCES OF UNACCEPTABLE BEHAVIOR

Union College
Jones Learning Resource Center
Barbourville, Kentucky

Enforcement

The College considers any breach of the Union College Code for Computing and Communications to be a serious matter. Violations may result in loss of access privileges and/or possible disciplinary action. A violation of these rules resulting in a loss of privileges is an independent action from disciplinary action pursuant to College policy. Other disciplinary sanctions will be issued through appropriate College channels.

Appeal of sanctions will be handled according to established College Policy through appropriate College channels.

Monroe County Community College
Monroe County Community College Library
Monroe, Michigan

This acceptable use policy does not attempt to catalog or exhaustively enumerate all required or proscribed uses or behavior. The Vice President of Student and Information Services may at any time make determinations that particular uses are or are not consistent with the purposes of the MCCC computer network.

Infractions of this policy, when accidental in nature, will typically be handled internally by the appropriate administrator. More serious violations of this policy shall subject users to the regular disciplinary processes and procedures of the College for students, staff, administrators, and faculty. Illegal acts involving College computing resources may also subject violators to prosecution by local, state, and/or federal authorities.

University of California Berkeley
University of California Berkeley Libraries
Berkeley, California

Enforcement

Penalties may be imposed under one or more of the following: University of California regulations, UC Berkeley regulations, California law, or the laws of the United States.

Minor infractions of this policy or those that appear accidental in nature are typically handled informally by electronic mail or in-person discussions. More serious infractions are handled via formal procedures. In some situations, it may be necessary to suspend account privileges to prevent ongoing misuse while the situation is under investigation.

Infractions by students may result in the temporary or permanent restriction of access privileges, notification of a student's academic advisor and/or referral of the situation to the Student Conduct Office. Those by a faculty or staff member may result in referral to the department chairperson or administrative officer.

Offenses which are in violation of local, state, or federal laws may result in the restriction of computing privileges, and will be reported to the appropriate University and law enforcement authorities.