A. College owned or operated computer resources are for the use of faculty, students, staff, and other authorized individuals. Access to these resources is a privilege. Those granted privileges are responsible for using resources in an effective, ethical and lawful manner. The College does not attempt to articulate all required or unacceptable behavior by its users.

B. The following policies, however, will be strictly enforced. Violations could result in the loss of privileges and possibly discipline or legal sanctions under state and federal law.

1. Access and privileges of Gaston College's information systems are assigned and managed by the Chief Technology Officer. Users may not, under any circumstances, transfer or confer these privileges to other individuals. Any account assigned to an individual shall not be used by others.

2. Computer resources and access accounts are to be used only for the purpose for which they are assigned and are not to be used for commercial purposes or non-college related activities.

3. All computer software is protected by the federal copyright law and most is proprietary and protected by legal binding agreements in addition to the copyright law. Users are responsible for being aware of and compliant with the licensing restrictions for any software used on any system.

4. Gaston College provides access to outside networks which furnish electronic mail, information services, bulletin boards, conferences, etc. Users are advised that they may encounter material which may be considered offensive or objectionable in nature or content. Gaston College does not assume responsibility for the content of any of these outside networks.

5. Users are expected to comply with legal and ethical standards. Certain behaviors are forbidden, including but not limited to:

   a. damage or disruption to hardware or communications, such as virus creation and propagation

   b. deletions, examination, copying or modification of files of data belonging to Gaston College or other users without their prior consent

   c. use of systems and or networks in an attempt to gain unauthorized access to remote systems or to view or capture data
6. It will be understood that some materials retrieved from Internet sites, especially graphics files, are inappropriate for College purposes and offensive to many users. Display of offensive or inappropriate materials on public workstations is expressly forbidden and may result in revocation of computing privileges. Any attempt to create, display, transmit or make accessible threatening racist, sexist, obscene or harassing language or materials, such as broadcasting unsolicited or sending unwanted mail, is strictly forbidden.

7. Each user is required to read, understand and sign an agreement stating the College’s approved policies relating to access to Gaston College computer resources. These documents will be maintained by the Chief Technology Officer. Documents for those students accessing the network/Internet in the Morris Library will be maintained by the Reference/Instruction Librarian.

C. Sanctions for Policy Violations

1. Violations of policy will be treated as academic misconduct, misdemeanor, or felony as appropriate. For non-criminal matters, the following procedures will be followed:

   a. On the first violation, the user will be denied computing privileges for a period of one week.

   b. A second violation will result in the loss of computing privileges until the end of the semester.

   c. A third violation will result in the permanent loss of computing privileges.

2. A criminal violation will be prosecuted to the fullest extent of the law and will result in the immediate suspension of computing privileges. The outcome of such violation may result in student or staff disciplinary or termination proceedings and permanent revocation of computing privileges.