Appropriate Use of Computer Resources

As an Upward Bound participant, you will have access to the computer resources at Arkansas Tech University. Please familiarize yourself with the attached policy regarding the appropriate use of these resources.

By signing below, you have indicated that you have received the Appropriate Use of Computer Resources policy and agree to utilize the resources available to you in a responsible manner consistent with Arkansas Tech University’s policies and the guidelines Tech administration issues. Furthermore, you are indicating that you understand that violation of any part of this policy will result in disciplinary action, and in some cases, will result in civil and criminal penalties, including fines and imprisonment.

____________________________________________  ______________________
Student Signature                               Date

Please take special note:
Downloading music, videos, books, or other copyrighted material is illegal. If your profile is associated with these activities, you will be held personally liable for infringement. Minimum fines are $750.00 per infringement. That is, $750.00 PER SONG downloaded. This is a serious offense. A number of Tech students have already been required to pay thousands of dollars in fines and had scholarships revoked because they were involved in copyright infringement.
Appropriate Use of Computer Resources

At Arkansas Tech University

Policy No. 1-99

Introduction

The University's computer and information network is a continually growing and changing resource that supports thousands of users and systems. These resources are vital for the fulfillment of the academic, research and business needs of the University community. Their use is provided as a privilege. In order to ensure a reasonable and dependable level of service, it is essential that each individual faculty member, staff member, and student must exercise responsible, ethical behavior when using these resources. The University does not censor internet content. Therefore all information on the Internet is available to any authorized users. Although we recognize the importance of this freedom we expect users to exercise reasonable efforts to privately view information that may not be suitable or appropriate for all groups. Misuse by even a few individuals has the potential to disrupt University business, and, even worse, the legitimate academic and research work of faculty and students.

This policy outlines the application of the principles that govern our academic community in the appropriate use of University computer and information network resources. Because it is impossible to anticipate all the ways in which individuals may misuse these resources, this policy focuses on a few general rules and the principles behind them.

This policy applies to the entire user community (e.g., all faculty, staff, students, alumni and retirees) of the University and to the use of any and all Arkansas Tech University owned or managed computer-related equipment, computer systems, and interconnecting networks, as well as all information contained therein.

Use of Resources

All users are expected to utilize Arkansas Tech University resources in a responsible manner consistent with Arkansas Tech University policies and the guidelines and operating policies that the Associate Vice President of Information Technology may issue from time to time. You are expected to take reasonable measures to ensure that traffic entering the Arkansas Tech Network from other networks conforms to this policy. Conversely, you are expected to take similar measures to avoid situations where traffic from the Arkansas Tech Network violates the policies of connecting networks.

The unauthorized use of resources is prohibited and, in many cases, may be in violation of the law. We are guided by the law in noting that unauthorized use includes, but is not limited to the following types of activities.

Harassment or threats to specific individuals, or a class of individuals:

1. Transmitting unsolicited information that contains obscene, indecent, lewd or lascivious material or other material which explicitly or implicitly refers to sexual conduct.

2. Using e-mail or newsgroups to threaten or stalk someone.

3. Transmitting unsolicited information that contains profane language or panders to bigotry, sexism, or other forms of prohibited discrimination.
Interference or impairment to the activities of others:

1. Creating, modifying, executing or retransmitting any computer program or instructions intended to: (1) obscure the true identity of the sender of electronic mail or electronic messages, such as the forgery of electronic mail or the alteration of system or user data used to identify the sender of electronic mail; (2) bypass, subvert, or otherwise render ineffective the security or access control measures on any network or computer system without the permission of the owner; or (3) examine or collect data from the network (e.g., a "network sniffer" program).

2. Authorizing another person or organization to use your computer accounts or Arkansas Tech Network resources. You are responsible for all use of your accounts. You must take all reasonable precautions, including password maintenance and file protection measures, to prevent use of your account by unauthorized persons. You must not share your password with anyone else or provide access to Arkansas Tech Network resources to unauthorized persons.

3. Communicating or using any password, personal identification number, credit card number or other personal or financial information without the permission of its owner.

Unauthorized access and use of the resources of others:

1. Use of Arkansas Tech University resources to gain unauthorized access to resources of this or other institutions, organizations, or individuals.

2. Use of false or misleading information for the purpose of obtaining access to unauthorized resources.

3. Accessing, altering, copying, moving, or removing information, proprietary software or other files (including programs, libraries, data and electronic mail) from any network system or files of other users without prior authorization (e.g., use of a "network sniffer" program).

4. Making unauthorized copies of copyrighted materials. You should assume all software, graphic images, music, and the like are copyrighted. Copying or downloading copyrighted materials without the authorization of the copyright owner or that does not fall within the parameters of the "Fair Use" exceptions provided by law is against the law, and may result in civil and criminal penalties, including fines and imprisonment.

Use of University provided electronic storage.

1. Students and faculty will be provided with a user storage space in their home directory of the Domain Server "U:\Username ". The size of this space will be determined by the University based on the availability of space. This area should be considered a temporary storage location and is not intended for storage of critical files.

2. This area is not to be used as a storage location for any copyrighted materials to include, but not limited to, MP3, Expanded Music Waves, Movie Files or any other files that may have a copyright.

3. This area is not to be used to store files that may be considered Hacker Files (Sniffers, Crackers, Password Breakers, Monitors, Etc.)
4. The storage area needs to be cleaned out at the end of each semester and summer (I/II).

5. Files located in this area may be monitored to assure compliance with this and other University Policies.

6. This storage is provided at the discretion of the University and may be altered or removed completely at any time without notice. The University is not responsible for any file loss or corruption.

**Damage or impairment of Arkansas Tech University resources:**

1. Use of any resource irresponsibly or in a manner that adversely affects the work of others. This includes intentionally, recklessly or negligently (1) damaging any system (e.g., by the introduction of any so-called "virus", "worm", or "trojan-horse" program), (2) damaging or violating the privacy of information not belonging to you, or (3) misusing or allowing misuse of system resources.

2. Use of Arkansas Tech University resources for non-University related activities that unduly increase network load (e.g., chain mail, network games and spamming).

**Unauthorized commercial activities:**

1. Using Arkansas Tech University resources for one's own commercial gain, or for other commercial purposes not officially approved by the University, including web ads.

2. Using Arkansas Tech University resources to operate or support a non-University related business.

3. Use of Arkansas Tech University resources in a manner inconsistent with the University's contractual obligations to suppliers of those resources or with any published University policy.

**Violation of city, state or federal laws:**

1. Pirating software, music and images.

2. Effecting or receiving unauthorized electronic transfer of funds.

3. Disseminating child pornography or other obscene material.

4. Violating any laws or participating in the commission or furtherance of any crime or other unlawful or improper purpose.

**When Inappropriate Use of Computer Resources Occurs**

The use of Arkansas Tech University resources is a privilege. The resources have always been, and will remain, the property of the University.

It is your responsibility to promptly report any violation of this computer use policy. In addition, you are requested to report any information relating to a flaw in or bypass of resource security to abuse@mail.atu.edu.
Reports of unauthorized use or misuse of the resources will be investigated pursuant to standard Arkansas Tech University procedures. All illegal activities may be reported to local, state or federal authorities, as appropriate, for investigation and prosecution.

While Arkansas Tech University desires to maintain user privacy and to avoid the unnecessary interruption of user activities, the University reserves the right to investigate unauthorized or improper use of University resources. This may include the inspection of data stored or the review of transmitted data on the network identified during the routine monitoring of the physical storage areas and network traffic, or once probable cause for the inspection had been established by other means. In the event that use is determined to be contrary to University policy or applicable law, appropriate measures will be taken. These measures may include, but are not limited to, permanent or temporary suspension of user privileges, deletion of files, disconnection from the Arkansas Tech Network, referral to student or employee disciplinary processes, and cooperating with the appropriate law enforcement officials and government agencies.

Arkansas Tech University is not responsible for information, including photographic images and musical recordings, published on or accessible through personal web pages, including personal home pages. The University does not monitor the contents of these personal web pages.

The individual or group creating or maintaining personal web pages is solely responsible for the content of the web page and may be held civilly and criminally liable for the materials posted on the web site. University guidelines for creating and maintaining web pages may be found on the Information Technology web page.

Information on Applicable Laws and Statutes

All users of the Arkansas Tech University computer and information resources are expected to be familiar with and to abide by University codes and policies, as well as local, state and federal laws relating to electronic media, copyrights, privacy, and security.

Questions Relating to This Policy

The examples of unauthorized use set forth above are not meant to be exhaustive. Answers to frequently asked questions (FAQ) about the appropriate use of Arkansas Tech University computer and information network resources can be found on the Computer Services web page (http://cservices.atu.edu/). Additional questions about this policy or of the applicability of this policy to a particular situation should be referred to the Associate Vice President of Academic Affairs. The Associate Vice President of Academic Affairs is the focal point for questions concerning appropriate use of University resources. Whenever you are in doubt regarding an issue of questionable use, it is strongly advised to resolve the issue before pursuing any questionable use of University resources.

(original signed by)

David Underwood
Associate Vice President Academic Affairs
November 2, 2001

Revised November 2, 2001