3359-11-10 Interim policy on access

- (A) Resources. <u>Authority.</u>
 - (1) The university of Akron is a state of Ohio institution dedicated to

(5) <u>"Information Owner." "Information Owners" are those individuals</u>

instructional, research, administrative and public purpose. Access and usage which do that do not support the university purpose are subject to restriction and regulation to avoid interference with university work and other applicable directives. All users are obligated to abide by university directives, policies and regulations regarding usage.

Use of and access to "IT" systems and "IT" resources is a (2) privilege, not a right. Except as indicated below, the university does not seek to monitor the communications amongst its many and varied users. The university serves to transmit communications on its "IT" systems and "IT" resources from the senders to intended recipients. Users should not expect any right of privacy in the use of university "IT" systems or "IT" resources since the university may be compelled under public records law, subpoena, investigation, or other law to release information transmitted through the university "IT" systems and "IT" resources. Additionally, the university reserves the right to monitor, review, and release any such communications as necessary for purposes of security, public safety, or other situations such as suspected disruption to "IT" systems or other shared resources or suspected violations of university rules or procedures or local, state, or federal law. Accordingly, the university reserves the right to make rules and procedures that govern users' access and use.

Akron. The university of Akron provides academic computing resources to support its missions of education and research and to foster a community of scholarly inquiry.

- (2) Use of university computer facilities and computer access codes (called user IDs) must comply with Ohio law and university policies and directives. Users are expected to use "IT" resources and "IT" systems in a responsible and efficient manner consistent with the instructional, research, and administrative goals of the university of Akron. The particular purposes of any "IT" system or "IT" resource, as well as the nature and scope of authorized, incidental personal use may vary according to the duties and responsibilities of the user.
- (3) Use of university "IT" resources and "IT" systems must comply with Ohio law and university policies and directives.
- (4) Users are entitled to access only those elements of "IT" systems that are consistent with their specific authorization. Consistent with the organizational structure, "System Authorities," "System Administrators," and "Information Owners" will authorize access to specific systems based on the individual's need to know, the individual's unit, the type of data involved, and the intended use of the information.

 $(\mathbf{D})(\mathbf{F})$ Misuse.

- (1) Privileges of usage may be denied or removed for the following:
 - (a) Harassment or violating the privacy of others. Use that is harassing or threatening to others, or use that violates others' privacy.
 - (b) Destruction or damage to equipment, software, or data belonging to the university or others. Potentially destructive or damaging acts to the integrity of the university of Akron's or other "IT" systems, including, but not limited to:
 - *(i)* <u>Attempts to defeat system security.</u>

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- (e) Use, without authority, of computer accounts or access codes. Unauthorized access or use, which may include, but is not limited to:
 - (*i*) Improper access and use of information beyond the individual's authority;
 - (*ii*) Attempts to defeat system security;
 - (*iii*) Disguised use; or
 - (*iv*) Unauthorized sharing of passwords.
- (f) Use of computing facilities for purposes unrelated to the mission of the university. Misuse of e-mail, such as, but not limited to:
 - (*i*) Sending unsolicited e-mails to a large number of recipients, i.e. sending spam-mail or unwanted chain letters.
 - *(ii)* Soliciting for personal financial gain.
- (g) Violating copyrights and software license agreements.
- (h) Academic dishonesty, such as plagiarism, and scientific misconduct.
- (i) Violating applicable university policies, including but not limited to sexual harassment, student disciplinary procedures, access and use of computing, networking, telephone, and information resources, etc.
- (j)(g) Committing crimes or prohibited acts, including but not limited to the following. [Note: Illegal acts involving the university of Akron informational resources facilities may also be subject to prosecution by state and federal authorities].
 - (*i*) Use of "IT" systems or "IT" resources for purposes

unrelated to the mission of the university.

(*ii*) Violating the rights of any person or company protected by copyrights or other intellectual property, or software license agreements, which shall include, but not be limited to installation, distribution or copying of technology president and chief information officer shall designate a representative who shall <u>collaborate</u> with others as appropriate to review and receive complaints about violations of this policy, and other applicable policies governing computer and informational resources. This designated representative shall have authority to take the following action <u>actions</u> concerning privileges for violations of access and use standards, which include, but are not limited to:

- (a) Warn users of violations (transmitted electronically or in writing to the user).
- (b) Temporarily deny access or suspend usage, based on seriousness of the violation or recurrent violations of other prohibited access and use standards.
- (c) Deny access or suspend privileges for a definite time.
- (d) Terminate access and privileges for an indefinite time.
- (e) <u>Deny access to non-members of the</u> <u>university community whose actions affect</u> <u>or pose a threat to the university.</u>
- (ii) <u>To the extent reasonably practicable, Every attempt</u> shall be made to assess the least serious penalty. <u>Warnings</u> <u>warnings</u> are generally meant to <u>will be</u> <u>used to</u>

resources, with or without notice.

- (b) Appeal of an administrative decision:
 - (i) Appeal of a decision