Fontbonne University Information Technology Acceptable Use Policy

Fontbonne University is committed to the ideals of honesty and respect for both the real and intellectual property of others. Demonstrating care and dignity for each member of the community, serving the larger community and preparing competent individuals who bring an ethical and responsible presence to the world are among items listed in the Fontbonne University Mission Statement. It is the University's hope that what is listed below will serve as a minimal set of guidelines for technology usage on campus.

All users of University computer facilities must agree to use the facilities legally and ethically and in keeping with their intended use. Computing facilities are recognized as University resources. Each computer user, therefore, is expected to act responsibly so as not to violate the rights of others. Employees and students are reminded that they must abide by the following computer policies. These policies are found in the faculty/staff manuals, in the Fontbonne University Student Handbook and in the Offices of Student Affairs and Information Technology.

Fontbonne University reserves the right to protect the integrity of its computing systems, workstations and academic lab facilities.

U.S. and Missouri state laws

No person may use Fontbonne University's computing resources for any illegal or unauthorized act. In particular, individuals may not use computing resources to violate any state or federal laws or any regulation of Fontbonne University. These actions include, but are not limited to the following:

- Violating copyright laws and/or software agreements, including peer-to-peer sharing of music and video.
  When in doubt, do not copy.
- Creating, disseminating or possessing legally obscene material or other illegal documents or images.
- Using University resources to harass or threaten others.
- Violating the statutes 569.093-569.099 Cum Supp RSMO 1992
- Tampering with computer data
- Tampering with computer equipment
- Tampering with computer users

Anyone violating these statutes may be criminally charged with a misdemeanor or felony and may also be liable for compensatory damages and attorney's fees in a civil lawsuit. (537.525 RSMO Cum Supp 1992).

Computer use standards of conduct

All users of the University's computing equipment and services are expected to observe the rights of other users and behave in an ethical manner. Examples of unacceptable behavior includes:

- Using the University network or other computer facilities for financial gain
- Damaging hardware or software belonging to the University or others
- Installing unlicensed software on University work stations
- Removing any equipment or supplies, including paper, toner or ink from University labs or offices
- Sending, displaying, printing, or playing obscene content or images, including those received through e-mail in a public setting
- Displaying, sending or printing messages that harass an individual or group because of their sex, race, religious beliefs, national origin, physical attributes or sexual preference
- Accessing the private computer files of other users
- Using an account owned by another user or allowing another user to use your account
- Interfering in any way with another's use of the University's equipment or services, including any disruptive use of video or audio media in the labs
- Deleting software, data or communications belonging to the University or others
- Posting anonymous messages
- Posting personal communication without the original author's consent
- Vandalizing the data of another user
- Knowingly introducing a computer virus or other destructive program
- Wasting limited resources, such as unnecessary printing, making electronic mass mailings for non-collegiate business, monopolizing machines, disproportionately using CPU, memory, disk space, or network bandwidth.
- Sending personal information, without express approval, about faculty, students, or staff to third parties, including members of chat groups.

Disciplinary action

Access to computing resources is contingent upon prudent and responsible use. Inappropriate use of computing services and facilities will not be tolerated and may result in loss of computing privileges. In addition, disciplinary and/or legal action may be pursued for violation of these codes and statutes through appropriate University procedures.

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