

Green Mountain College

Griswold Library & Computing and Technology Services

Campus Computing Policy and Code of Ethics

I understand and agree to adhere to all computer and network policies of Green Mountain College (GMC) as found on the Computing and Technology Services (CTS) webpage: http://www.greenmtn.edu/computer_services/computer_policy.aspx. This policy is subject to change at any time so in the event of discrepancies the online copy prevails.

Statement of Purpose

Every user of GMC's computing facilities has the fundamental right to network privacy and is accorded a fair share of computing resources including a personal network folder, a greenmtn.edu email address, and a reasonable portion of shared internet bandwidth. Use of the computing resources is a privilege, not a right, and is granted with restrictions and responsibilities of their use. Such privilege may be revoked by CTS personnel at any time without prior notice, for any reason, including but not limited to misuse of college computer resources and violations of this computer code.

Restrictions and Responsibilities

Below is a list of primary restrictions and responsibilities for college computing use:

- Each username/id number and associated password belongs to an individual and must be used in accordance with the policies set forth in this document, and more explicitly with the policies found on the CTS website.
- Network logon and password information is never to be shared with anyone under any circumstances.
- Use of the network or of your greenmtn.edu email account for transmitting anonymous, rude, abusive, harassing, or malicious messages is unethical and will result in suspension of network access.
- Use of your network folder to store personal non-academic files (such as your music library) is prohibited. Electronically stored files are presumed to be private unless the owner has explicitly stated otherwise, however CTS personnel may enter personal network folders to correct perceived or reported issues.
- Use of resources associated with college computer accounts for direct financial gain, for instance selling or commercial consulting, is unethical and not permitted.
- Special access to or knowledge of any weaknesses in the established security systems must not be used to deliberately degrade or impair GMC's network, workstations, user's personal computers, nor deprive other users of any GMC computing resource.
- The laws governing the College non-profit status would suggest that no commercial (for-profit) individuals or institutions be promoted through a College medium such as social media. The College does not allow paid advertising (commercials or endorsements).
- Network access will be disabled immediately if you leave the institution for any reason.

Bringing a Personal Device on Campus

All users who wish to bring a personal device onto the network agree to download and install SafeConnect when requested by the network. SafeConnect will scan the user's computer for required security patches and anti-virus software.

All devices brought on campus are required to have anti-virus software installed and kept up-to-date; in addition any security patches released by your operating system's provider should be installed. In no event shall Green Mountain College or its employees be liable for direct, indirect, incidental, special, exemplary, or consequential damages (including but not limited to, loss, theft, procurement of substitute goods or services, loss of use, loss of data, lost profits, or business interruption) however caused and on any theory of liability, whether in contract, strict liability, or tort (including negligence or otherwise) arising in any way out of the changes made to your computer in an attempt to connect it to our local area network, even if advised of the possibility of such damage.

Social Media

The reputation and image of Green Mountain College is determined, in part, by the quality of information published electronically by its students, faculty, staff, and affiliations. The purpose of Social Media Policy is thus to ensure accuracy, consistency, integrity and protection of the identity and image of GMC by providing a set of required standards for social media content from any department, school, facility, organization, entity, or affiliate.

Social media is decentralized by nature. However, the college's identity, image and brand must be cohesive, intentional and strategic.

- **Disclaimer:** All Social Media entities referencing Green Mountain College must contain, if allowable, the following statement on its main page: The opinions expressed on these pages are strictly those of (Group Name) and do not reflect the views of Green Mountain College.
- **Content Expectations:** Any private or confidential information cannot be shared via a social networking site. Only appropriate, respectful, accurate and honest content is permitted on any College-related social networking site. The use of obscene language or extreme abbreviations of language that would make the communication difficult to read is not allowed.
- **Tone:** Page administrators are expected to maintain a professional and personable tone when using social media. Page administrators should share timely, relevant and appropriate information. Proper English is expected and the use of obscene or derogatory language is prohibited.

I understand the official means of communication between students, faculty, staff, and administration is via GMC email and MyGMC, and that it is my responsibility to check my GMC email and MyGMC often.

Approved on 2013 August 27 by the Computing and Technology Services Department