



UINTAH BASIN TECHNICAL COLLEGE

Internet/Network Access Policy

The Uintah Basin Technical College is committed to providing Students and Staff with access to technology and resources that provide the most effective educational experiences possible. The Technical College firmly believes that the valuable information and interactions available through computer network communications is fundamental to these experiences and far outweigh the small percentage of materials that are not consistent with educational goals.

As global communication tools become available, it is imperative that individual users understand the benefits and responsibilities of accessing a growing collection of resources. Although the Technical College has taken precautions to restrict access to controversial materials, it is impossible on a global network to control all access.

Internet access will be provided to the students and staff in accordance with the terms of this policy. Internet access from school computers is reserved solely for educational purposes. Use by outside groups is prohibited without supervision by a UBTECH instructor. Use by student clubs and organizations is limited to those times when the Internet access points are not in use for instruction and shall be limited to educational purposes and governed by this policy. Access to the Internet will be under the direction and supervision of the staff assigned to the Internet access area.

All account information maintained by any student or employee is the property of the Uintah Basin Technical College. Neither any staff member nor any student has any expectation of privacy in such account or information maintained in any such account. The information shall be maintained confidential except with respect to any investigation or random review of such account information by UBTECH. The staff and students are hereby informed that the account may be randomly investigated or checked at any time. The Uintah Basin Technical College reserves the right to monitor all Internet activity including transmission and receipt of email.

Before any student will be given access to the Technical College's computer resources, the student must present the "User Application and Waiver" form, properly signed by the student, a parent or guardian and teacher. Staff members are required to sign the "Staff Application Section." These Waiver Forms acknowledge that the Technical College is not responsible for unauthorized or improper access of use of the Computer Network Communications services. To maximize the benefits of these resources, and to avoid abuse or access to inappropriate information and services, the Uintah Basin Technical College Board of Education has adopted the following "Acceptable Use Policy."

This Policy applies to students, staff, and all users of Uintah Basin Technical College's computers at all sites.

Acceptable Use for Computer Network Communications

Definition: Computer Network Communications include, but are not limited to, the use of local area networks, wide area networks, Internet, Online Commercial Communications, Chat Line, and all other computer communications provided by the Uintah Basin Technical College.

Purpose: The purposes of computer network communications are to:

- Support research and education in and among academic institutions by providing access to unique resources and the opportunity for collaborative work. (National Science Foundation's NSFNET)
- Advance and promote a world class public education in Utah (UtahLink)

Conditions of Acceptable Use: The following conditions are imposed on the use of the computer network and violation of these conditions is cause for revoking the privilege of access to the network for staff, students, visitors, or anyone using UBTECH computers. These conditions apply whether the user accesses the network during school time and on school property or at a remote location via modem.

1. Computer networks are to be used for the educational purposes stated above.
2. Computer network use in the Technical College is a privilege and not a right.
3. Use of computer networks to support illegal, inappropriate or obscene purposes, is expressly prohibited and is grounds of disciplinary or legal action, student suspension, account termination and monetary reimbursement for expenses incurred due to such activities.
 - a. Illegal activities are defined as violations of local, state, or federal law.
 - b. Inappropriate use is defined as violation of the intended use or purpose of the network such as the use of recreational games or chain letters, attempts to gain unauthorized access, harassment, threats, racial slurs or epithets directed to any racial, ethnic, or religious group, or any other actions that are disruptive to the network or network users.
 - c. Obscene activities are defined as violations of generally accepted social standards for use of a publicly owned and operated communication system for educational purposes alone. "Obscene" does not mean generally accepted community standards; rather, it means those standards within the educational community of the State of Utah. Such obscene activities include, but are not limited to, the receipt, storage, downloading or distribution of profanity or other offensive language and sexually oriented materials including nudity or graphic or textual depictions of sexual activities.
4. Commercial use, product advertisement, or political lobbying activities on computer networks are prohibited without administration approval.
5. Each user is ultimately responsible for all activity in the use of the account and will keep their password confidential.
6. Computer network users shall be committed to the efficient use of computer networks and use all practical measures to conserve time and storage space in their use of these resources.

7. Users who connect with other computer networks may also be subject to the acceptable use policies of those networks.
8. Copyright law is strictly adhered to within the UBTECH. Any violation of copyright law is prohibited.
9. Resources obtained through computer network communications shall be treated as confidential and private, and reasonable measures will be taken to protect the privacy rights of users. However, the Technical College cautions users that no computer network communications should ever be considered as completely private, and are subject to monitoring by UBTECH.
10. UBTECH will take reasonable precautions to insure the security and appropriate use of the computer networks. However, it accepts no responsibility for harm caused directly or indirectly through its use.
11. No one will be permitted to access, transmit, or retransmit material which promotes violence or advocates destruction of property, including, but not limited to, access to information concerning to manufacture of destructive devices, such as explosives, fireworks, smoke bombs, incendiary devices or the like.
12. The commitment or attempt to commit any willful act involving the use of the network which disrupts the operation of the network within the UBTECH or any network connected to the Internet, including the use or attempted use or possession of computer viruses will not be allowed.
13. The Campus President or designee of the UBTECH is the final authority on the acceptable use of the networks and accounts under its jurisdiction.

Network Etiquette: Users are expected to abide by the generally accepted rules of network etiquette. These include but are not limited to the following:

1. Be polite.
2. Do not be abusive in your message to others.
3. Use appropriate language.
4. Do not swear, use vulgarities or any other language inappropriate in school setting.
5. Never send a message that you would not be willing to say face to face.
6. Think twice before broadcasting messages (spamming).
7. Avoid opening attachments from unknown senders.
8. Limit size of attachments you send.
9. Whether you are composing an e-mail message, writing your own document or writing a WWW document, it is wise to assume that everyone in the world will read your words. Though email is sent to only one person, it is very easy to forward an e-mail message to hundreds or thousands of people.

Security: Security is a high priority on computer networks. If a security problem is identified, the user must notify the instructor or administration immediately. Do not demonstrate the problem to other users. Users may not use the Internet to discuss or disseminate information regarding security problems or how to gain unauthorized access to sites, servers, files, etc.

1. Passwords should not be shared with or disclosed to other users and should be changed frequently.
2. Do not leave a workstation without logging out of the network.
3. You must report any of the following to an instructor or administrator:
 - a. If you receive or obtain information to which you are not entitled;
 - b. If you know of any inappropriate use of the network by others; and/or
 - c. If you believe the filtering software is not filtering a site or sites that should be filtered under this agreement.

Disclaimer: UBTECH is not liable for and disclaims any liability arising from any injury or damage caused by or stemming from unauthorized access to the network or inappropriate use of authorized access to the network.

The Internet contains information pertaining to a variety of subjects. Not all information is accurate or reliable, particularly where the advice of medical, legal, accounting or other professionals would be appropriate. Users are advised not to rely on advice found on the Internet. The UBTECH is not responsible for such advice.

UBTECH does not guarantee or imply that access to the Network/Internet will always be available when students want access or that the software provided by UBTECH will always work as intended. UBTECH is not responsible for failures in the operation or technical functioning of the Internet or the computers or software used to access the Internet.

A student and the student's parents or guardians, by submitting the User Application and Waiver Form with their respective signatures in order to gain access to the computer network, agree to release the UBTECH from any liability for physical or emotional harm or damage resulting to the student that is caused by or related to the inappropriate use of the computer Network/Internet.

Uintah Basin Technical College

User Application and Waiver Form for Computer Network Communications

STUDENT APPLICATION SECTION

I have read the Uintah Basin Technical College’s Internet/Network Access Policy and agree to abide by its terms. I hereby acknowledge that all of the information downloaded, stored or otherwise maintained in any account is not confidential and that there is no expectation of ownership or privacy of such information. I hereby agree that the Uintah Basin Technical College may randomly review or otherwise investigate any information which I download, access, or otherwise store in my account. I also understand that violation of the acceptable use provisions stated herein may result in suspension or revocation of network privileges, access to computers or other appropriate disciplinary action.

Applicant’s Signature _____

Date _____

APPROVAL OF SPONSORING INSTRUCTOR

I have reviewed the Uintah Basin Technical College’s Internet/Network Access Policy with the above named student.

Instructor’s Signature _____

Date _____

SPONSORING PARENT OR GUARDIAN (IF UNDER 18)

I have read the Uintah Basin Technical College’s Internet/Network Access Policy. I understand that I am ultimately responsible for my child’s actions on the UBTECH computer networks, and release UBTECH from any liability for harm or damages incurred through inappropriate or prohibited use. I hereby give permission to issue an account for my child and certify that the information on this form is correct.

Parent’s Signature _____

Date _____

Home Address _____

Phone _____

Note: Student application must be renewed each academic year.