



## **Acceptable Use of Computers and Information Technology Resources Riverland Policy # 5.22**

### **PURPOSE:**

The purpose of this policy is to adopt Minnesota State Colleges and Universities System Policy 5.22 Acceptable Use of Computers and Information Technology Resources as stated below. Computer and information technology resources are essential tools in accomplishing the mission of Riverland Community College. These resources must be used and managed responsibly in order to ensure their availability for the competing demands of teaching, scholarship, administration and other mission-related uses. This policy establishes responsibilities for acceptable use of College information technology resources.

**Acceptable use.** College information technology resources are provided for use by currently enrolled system students, administrators, faculty, other employees, and other authorized users. College information technology resources are the property of the College, and are provided for the direct and indirect support of the system's educational, research, service, student and campus life activities, administrative and business purposes, within the limitation of available system technology, financial and human resources. The use of College information technology is a privilege conditioned on adherence to this policy and any procedures or guidelines adopted pursuant to this policy.

**Academic freedom.** Nothing in this policy shall be interpreted to expand, diminish or alter academic freedom, articulated under Minnesota State Colleges and Universities Board Policy and system collective bargaining agreements, or the terms of any charter establishing a system library as a community or public library.

### **APPLICABILITY:**

This policy applies to all users of system information technology, whether or not the user is affiliated with the College, and to all uses of those resources, wherever located. The College is not responsible for any personal or unauthorized use of its resources. Security of data transmitted on its information technology resources cannot be fully guaranteed.

**SCOPE:** All users of College information technology.

### **DEFINITIONS:**

**College information technology.** College information technology means all College facilities, technologies, and information resources used for information processing, transfer, storage and communications. This includes, but is not limited to, computer hardware and software, computer labs, classroom technologies such as computer-based instructional management systems, and computing and electronic communications devices and services, such as modems, e-mail, networks, telephones, voicemail, facsimile transmissions, video, mobile computing devices, and multimedia materials.

**Transmit.** Transmit means to send, store, collect, transfer or otherwise alter or affect information technology resources or data contained therein.

**User.** User means any individual, including, but not limited to, students, administrators, faculty, other employees, volunteers, and other authorized individuals using College information technology in any manner, whether or not the user is affiliated with the College.

**DOES THIS POLICY HAVE A PROCEDURE? Yes**

**LIST RELATED POLICIES, PROCEDURES OR FORMS:**

[Minnesota State Board Policy 5.22](#) Acceptable Use of Computers and Information Technology Resources

[Minnesota State Board Procedure 5.22.1](#) Acceptable Use of Computer and Information Technology Resourced Procedure

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**Responsible Division / Author:** VP of Technology and Learning Resources

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