

**A-18      POLICY      Use of Technology**

Southeast Community College (SCC) recognizes the value of computer and other information technology resources to improve student learning, support the mission and vision of the College and enhance the administration and operation of the institution. To this end, the College expects the responsible and legal use of email; computers; computer networks, including the Internet; and other electronic information resources in support of the mission and goals of SCC. The Southeast Community College Use of Information Technology Policy, and its related procedures (A-18a), provides guidance for all individuals and groups that have, or may require, access to SCC's information resources.

**Terms and Conditions of Use**

- All users of SCC's electronic information resources and facilities must comply with the College's policies and procedures as detailed in the Student Handbook, the Employee Handbook, and the College catalog.
- The College provides information technology resources to be used as educational and/or work-related tools, including access to the Internet, servers, certain computer systems, software and databases.
- Users have a reasonable expectation of unobstructed use of IT tools and of protection from abuse and intrusion by others sharing these resources.
- Users are responsible for knowing the applicable regulations and procedures of the College and are responsible for exercising good judgment in the use of the College's technological and information resources.

**Administrative Responsibility**

The Vice President for Technology and designated staff are responsible for implementing, monitoring, and enforcing provisions of the College's Acceptable Use of Information Technology policy, and for developing procedures to ensure appropriate use of the College's information technology assets.

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**Related Procedure:** A-18a

**Adopted:** 12/21/18

**Reviewed:** 2/05/18, 02/01/20

**Revised:** 02/01/20

**Web link:**

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