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**LAKE TAHOE COMMUNITY COLLEGE DISTRICT**

**REGULATION 7.21**

***Board Policy Manual section: 7.21 Student and Public Technology Use***

A. College computers and access to college networks and to the Internet are provided to students and the general public to further the educational mission of Lake Tahoe Community College. In order to be granted these access privileges and to retain them, users, as stated above, must abide by the policies described in this document.

Computers and networks can provide access to resources on and off campus, as well as the ability to communicate with other users worldwide. Such open access is a privilege, and requires that individual users act responsibly. Users must respect the rights of other users, respect the integrity of the systems and related physical resources, and observe all relevant laws, regulations, and contractual obligations.

B. Guidelines For Use

1. All users are responsible for using Lake Tahoe Community College's technology resources in an efficient, ethical, and lawful manner.
2. All users are responsible for refraining from acts that waste or overload Lake Tahoe Community College's resources or prevent others from using them.
3. A user of Lake Tahoe Community College's technology resources is prohibited from the unauthorized access to, or dissemination of, confidential records, including information belonging to the College and other users.
4. Each user is responsible for the security and integrity of technology resources and is prohibited from intentionally allowing access to unauthorized users.
5. A user shall not transmit any obscene, slanderous, threatening, offensive, harassing, repetitive or illegal material or misrepresent themselves via the College's network.
6. Propagating viruses, trojans and worms, disrupting services, damaging files, intentionally destructing or damaging equipment, software or data belonging to Lake Tahoe Community College is strictly prohibited.
7. Monitoring or tampering with electronic communications to gain unauthorized access to any computer systems, running programs designed to uncover security loopholes and/or decrypt intentionally secure data, and use of protocol analyzers and port scanning software is not permitted.
8. It is prohibited for users to connect any personal computing devices to the College's internal network.
9. Playing network/LAN games using college computers is not allowed, with the

exception of educational games that have been assigned as part of a college course or sanctioned college activity.

10. No software or copyrighted material may be installed, copied, or used on Lake Tahoe Community College's technology resources except with prior written consent of the Computer Services Department.

11. All users are encouraged to report any discovered unauthorized access attempts or other improper usage to the Computer Services Department at 541-4660 ext.343.

C. Users of the College's technology resources are subject to disciplinary actions as published in the College Catalog. Violation of these guidelines is grounds for loss of technology privileges, as well as discipline or legal sanctions under federal, state, and local laws.