



Minnesota State Colleges and Universities
Board Policies
Chapter 5 – Administration

5.22 Acceptable Use of Computers and Information Technology Resources

Policy Statement. Computer and information technology resources are essential tools in accomplishing the mission of Minnesota State Colleges and Universities and its individual institutions. 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 Minnesota State Colleges and Universities information technology resources.

Part 1. Purpose.

Subpart A. Acceptable use. System information technology resources are provided for use by currently enrolled system students, administrators, faculty, other employees, and other authorized users. System information technology resources are the property of Minnesota State Colleges and Universities, 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 Minnesota State Colleges and Universities information technology is a privilege conditioned on adherence to this policy and any procedures or guidelines adopted pursuant to this policy.

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

Part 2. Applicability. This policy applies to all users of system information technology, whether or not the user is affiliated with Minnesota State Colleges and Universities, and to all uses of those resources, wherever located.

Minnesota State Colleges and Universities 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.

Part 3. Definitions.

Subpart A. System. System means the Board of Trustees, the system office, the state colleges and universities, and any part or combination thereof.

Subpart B. System information technology. System information technology means all system 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.

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

Subpart D. User. User means any individual, including, but not limited to, students, administrators, faculty, other employees, volunteers, and other authorized individuals using system information technology in any manner, whether or not the user is affiliated with Minnesota State Colleges and Universities.

Part 4. Scope.

Subpart A. Procedures. The chancellor shall adopt procedures under this policy, including, but not limited to: security; employee use, consistent with Minnesota Statutes section 43A.38 and other applicable law; monitoring; unauthorized uses and other limitations on use.

Subpart B. Sanctions. Users who violate this policy or related system, college or university procedures shall be subject to disciplinary action through appropriate channels. Violations may be referred to appropriate law enforcement authorities consistent with applicable law and procedures.

Date of Adoption: 07/16/03,

Date of Implementation: 07/16/03,

Date and Subject of Revision:

11/16/11 - Effective 1/1/12, the Board of Trustees amends all board policies to change the term "Office of the Chancellor" to "system office," and to make necessary related grammatical changes.

03/17/10 - amends Part 3, Subpart B to include "mobile computing devices and multimedia materials" to the list of technical information resources.