

POLICY

Effective Date: June 1, 2012
Approved By: President Bruce Shepard

Authority: RCW [42.17.130](#); [42.52](#); [42.56](#);
[40.14](#); WAC [292-110-010](#)

POL- U3000.04 COMPUTER USE-RESPONSIBLE COMPUTING

This policy applies to all university personnel who have access to and use the University's computer system.

1. Access to Computing Information Resources is Available With Restrictions

In support of the University's educational mission, Western Washington University provides access to computing and information resources for students, faculty and staff, within institutional priorities and financial capabilities and software license restrictions.

Since the University computing systems are vital to the programs of instruction, research and administration of the university, the expectation of ethical conduct by users of computing systems is the same as in all other areas of university life. All users of computing systems are to respect the rights of other computing users, respect the integrity of the physical facilities and controls, and respect all pertinent copyright, license and contractual agreements. It is the policy of Western Washington University that all members of its community act in accordance with these responsibilities, relevant laws and contractual obligations and the highest standard of ethics. Failure to do so may result in loss of privileges, disciplinary action, or prosecution.

2. Access to University's Computing Facilities is a Privilege Granted to University Members

Access to the University's computing facilities is a privilege granted to university members. In this context, computing systems refer to all computers, peripherals, modems, and networks owned or operated by the University and include hardware, software, data, and networks associated with these systems. Access to hardware, software, data, and networks is provided to members for the primary purpose of supporting the academic experience or the work assignment. The University reserves the right to limit, restrict, or extend computing privileges and access to its information resources.

3. University Computing Facilities to be Used for University-Related Activities

University computing facilities and accounts are to be used for the university-related activities for which they are assigned. Users and systems administrators must all guard against abuses that disrupt or threaten the viability of all systems, including those at the university and those on networks to which the University's systems are connected. Users must abide

by the policies and procedures related to appropriate, legal and ethical use of Western Washington University's computing systems.

4. Proper Authorization and Adherence to Restrictions is Essential

Access to information resources without proper authorization from the data owner, unauthorized use of university computing systems, and intentional corruption or misuse of information resources are direct violations of the university's standards for conduct. Users must comply with all restrictions imposed by individual departments and areas for specific applications, functions, and resources.