



# COLLEGE of CENTRAL FLORIDA POLICY MANUAL

<b>Title:</b> APPROPRIATE USE POLICY/INFORMATION TECHNOLOGY RESOURCES	<b>Number:</b> 3.25	<b>Page:</b> 1
<b>See Procedures:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Legal Authority:</b> Florida Statute: Chapter 815, 1001.64	<b>Board Adoption/Revision Approval Dates:</b> 2/22/05	

### **Purpose**

This policy establishes standards for the appropriate use of computer systems, telephone systems, networks, data, computer programs, multi-media equipment, and other information technology resources by students, faculty and staff at the College of Central Florida.

### **Scope and Application**

The College community is encouraged to make innovative and creative use of information technologies in support of educational, scholarly, and administrative purposes. College of Central Florida supports access to information representing a multitude of views for the interest, information and enlightenment of students, faculty and staff. Consistent with this policy, the College of Central Florida supports the use of information technology resources in a manner that recognizes both the rights and the obligations of academic freedom.

College of Central Florida recognizes the importance of copyright and other protections afforded to the creators of intellectual property. Users are responsible for making use of software and other information technology resources in accordance with copyright and licensing restrictions and applicable College policies.

College of Central Florida cannot protect individuals against the receipt of potentially offensive material. Those who use electronic communications occasionally may receive material that they might find offensive. Those who make personal information available about themselves through the Internet or other electronic media may expose themselves to potential invasions of privacy.

Information technology resources are provided to support the College’s scholarly, educational, and administrative activities. Information technology resources are limited and should be used wisely and with consideration for the rights and needs of others. The use of the College’s technology resources is a privilege extended to College students and employees and is conditioned on adherence to College policies and guidelines, and to state and federal statutes.

College of Central Florida does not discriminate against any person on the basis of race, color, ethnicity, religion, sex, pregnancy, age, marital status, national origin, genetic information, sexual orientation, gender identity, veteran status or disability status in its programs, activities and employment. For inquiries regarding nondiscrimination policies contact Dr. Mary Ann Begley, Title IX Coordinator, Ocala Campus, Building 3, Room 116, 3001 S.W. College Road, 352-291-4410, or [compliance@cf.edu](mailto:compliance@cf.edu).