

Effective Sojourner Douglass College
Nursing Program

Technology Acknowledgement

Individuals falling under technology acceptable use requirements include all students enrolled in the School of Nursing at Sojourner Douglass College. Faculty and students shall respect all technology equipment and shall comply with all applicable laws and regulations. Any faculty member and any student accepted into the Nursing program must comply with the rules and policies regarding the acceptable use of technology at any and all agencies and institutions designated as clinical sites.

Introduction

Sojourner-Douglass College provides access to campus network resources, including the Internet, in order to support learning and to prepare students for an increasingly technological world. All students will receive a computer account, which includes file storage on the central servers, email services, library services and access to their student records. Use of campus computing resources and the Internet must be consistent with the educational goals of S-DC and must comply with State and Federal laws and the campus Acceptable Use Policy. Students must respect the integrity and security of S-DC's computer systems and network, and the privacy and preferences of other users. Responsibility for learning about and complying with S-DC's Acceptable Use Policy ultimately rests with the individual. College staff will assist the student in understanding acceptable and unacceptable uses.

Account privileges

- Student records and communication between students and faculty/staff is protected by the Family Educational Right to Privacy Act (FERPA.) Among the exceptions to FERPA, S-DC network administrators may review electronic transactions to ensure that the system is being used properly.
- Students may not permit other persons to use their usernames, passwords, accounts or disk space, or disclose their usernames, passwords or account information to any third party.
- Students may not log on to someone else's account, internet address, or other network codes, or attempt to access another user's files.
- Students may not create false or dummy accounts to impersonate someone else.
- Students may not try to gain unauthorized access ("hacking") to the files or computer systems of any other person or organization.
- Students may not impersonate another person by forging e-mail, web pages or other electronic media.
- Students who maliciously access, alter, delete, damage or destroy any computer system, computer network, computer program, or data will be subject to disciplinary action by S-DC and criminal prosecution as well. This includes, but is not limited to, changing or deleting another user's account; changing the password of another user; using an unauthorized account; damaging or deleting College files; altering the system; using the system to make money; destroying, modifying, vandalizing, defacing or abusing hardware, software, furniture or any S-DC property.
- Students may not disrupt or attempt to disrupt network traffic or attempt to overload or crash the network and attached systems. Students may not attempt to monitor or capture network traffic in any way.
- The College provides data jacks and/or wireless for connecting laptops in numerous areas across campus that are labeled **DATA JACK AVAILABLE FOR STUDENT USE**. Students may not connect to other data jacks.
- Students may not intentionally create, store, display, print or transmit information which violates the College's Sexual Harassment Policy available at:
<http://www.sdc.edu/students/responsibilities/studentrightsrespon.asp>

- All student conduct policies apply to network usage as noted on S-DC Nursing web site located at: <http://sdcnursing.com/Documents/Student%20Handbook%202009%202010.pdf>

Academic Use of the Network

- The College provides public access machines in computer labs, the library, classrooms, and student services area. Priority use of these computers is for academic related purposes.
- Faculty may restrict the use of laptops and other electronic devices in the classroom for pedagogical reasons.

Good Manners

- S-DC is a place of tolerance and good manners. Use of the network or any S-DC computer facility for hate mail, statements or images intended to injure or humiliate others, threats, personal attacks on others, or statements expressing animus towards any person or group by reason of race, color, religion, national origin, gender, sexual orientation or disability is prohibited. This includes any such messages transmitted by email, instant messaging or any other electronic means that rely on the S-DC network for transmission.
- Students may not engage in "spamming" (sending unsolicited electronic communications to large groups of people at the same time) or participate in chain letters.

Commercial use

- The network may not be used for commercial purposes.
- Advertising and sponsorships on S-DC web sites is restricted.

Copyright, Licenses, & Laws

- The network may be used to download, copy, or store any software, shareware, digital media files or freeware, as long as the use complies with copyright law; licensing agreements, and campus policies such as storage space limitations and network bandwidth restrictions.
- Any software that is installed must be properly licensed from the copyright owner, and any modifications must comply with the terms of the applicable license(s).
- The network may not be used for any activity, or to transmit any material, that violates United States, Maryland or local laws. This includes, but is not limited to, fraudulent acts, violations of copyright laws, and any threat or act of intimidation or harassment against another person.
- Users must comply with the "fair use" provisions of the United States Copyright Act of 1976. The Walter P. Carter Community Library/Spruill Library or any other applicable campus library professional can assist with fair use issues.

Sanctions

Students who violate this Acceptable Use Policy or any other campus policy relating to computer usage are subject to disciplinary action by S-DC. Consequences for such actions may include but are not limited to:

- Suspension or revocation of computing and/or account_privileges
- Deactivation of housing network port
- Disabling access to the network.
- Referral to law enforcement officials
- Educational sanctions
- Disciplinary action as directed by the Dean of Students Office.
- Suspension from S-DC System

Disciplinary and appeal procedures are outlined in the Academic Disciplinary Code and Non-academic Disciplinary Code available in the Student Handbook.

Student Responsibilities

Questions regarding this policy should be addressed to the Dean of Students and/or I.T. Department.

Sojourner Douglass College Nursing Program shall direct its students and faculty to comply with the policies and procedures of any agency with which it has an agreement, including those governing the use and disclosure of individually identifiable health information under federal law.

Signature

Date

Print Name