



City University of New York Computer User Responsibilities

Editor's Note: City of New York Computer User Responsibilities is a statement prepared by the University's Computer Policy Committee. It underwent review by the University Faculty Senate and the CUNY office of the Vice Chancellor for Legal Affairs.

The Computer resources of The City University of New York must be used in a manner that is consistent with the University's educational purposes and environment. All users of computer resources are expected to act in a spirit of mutual respect and cooperation, while adhering to the regulations for their use set forth in this document. As a user of CUNY computer resources:

- You are required to have a valid authorized account and may use only those computer resources that are specifically authorized. You may use your account only in accordance with its authorized purposes.
- You are responsible for the safeguarding of your computer account. For a mainframe computer account, you should change your password frequently and should not disclose it to anyone. You should take all necessary precautions in protecting the account no matter what type of computer resource is being used.
- You may not circumvent system protection facilities.
- You may not knowingly use any system to produce system failure or degrade performance.
- You may not engage in unauthorized duplication, alteration or destruction of data, programs, or software. You may not transmit or disclose data, programs or software belonging to others and may not copy material protected by copyright.
- You may not engage in abuse or improper use of computer hardware. This includes, but is not limited to tampering with equipment, unauthorized attempts at repairing equipment and unauthorized attempts and removal of equipment components.
- You may not use computer resources for private purposes, including, but not limited to the use of computer resources for profit-making or illegal purposes.
- You may not use computer resources to engage in abuse of computer personnel or other users. Such abuse includes the sending of abusive or obscene messages with CUNY or beyond network facilities.
- The use of college computer resources may be subject to college regulations, with which you are expected to be familiar.

The University reserves the right to monitor, under appropriate conditions, all data contained in the system to protect the integrity of the system and insure compliance with regulations.

Any user who is found to be in violation of these rules shall be subject to the following:

- **Suspension and/or termination of computer privileges;**
- **Disciplinary action by appropriate college and/or University officials;**
- **Referral to law enforcement authorities for criminal prosecution;**
- **Other legal actions, including action to recover civil damages and penalties.**

Definition: "Computer Resources" is an inclusive term referring to any and all computing/information technology: hardware, software and access. Hardware includes, but is not limited to, terminals, personal computers, workstations, printers, mice, monitors, cabling, and peripheral devices. Software includes, but is not limited to, mainframe shared software, networked software, and stand-alone software residing on personal computers. Access includes, but is not limited to, accounts on timesharing systems as well as access to stand-alone personal computing systems and other relevant technology.