

# Campus Computing Ethics

**Approved by:** Northeastern State University Executive Cabinet

**Responsible Official:** Information Technology Services

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**History:** Revised – March 25, 2015

**Related Policies:**

Acceptable Use Policy

**Additional References:**

[Family Educational Rights and](#)

[Privacy Act of 1974](#)

## POLICY

### PURPOSE

The University has established a code of ethics for all campus computing activities to define ethical, responsible use and ensure the integrity of the Microcomputing, central computing systems, peripherals, data and software (see Acceptable Use Policy).

The user is responsible for complying with all federal, state, and local regulations concerning the privacy and confidentiality of information such as the "[Family Educational Rights and Privacy Act of 1974](#)", popularly known as the Buckley Amendment.

Information on this particular amendment can be found in the NSU Library, Reference area, on the first floor. Data custodians of NSU systems (payroll, student information, housing, etc.) may inform you of other regulations.

### SECURITY

A computer user-account is issued to a single person, to be used only by that person. Exceptions must be agreed upon in advance and must be approved in writing by the Director of Client Services.

Upon receiving a user-account, the user assumes responsibility for preventing misuse of the computing resources, including reasonable precautions for password and file protection.

Access to a file in another user-account does not imply permission to use or copy any data or files controlled and/or maintained by another user without specific permission.

Users may not transmit, display, print or make available in any manner, material which is offensive, annoying or harassing. Users may not intentionally damage system hardware, firmware or software, destroy or maliciously alter, any data or file which belongs to another user or the University.

### LIMITATIONS

Central computing resources may not be used for analysis, computation, programming or processing related to any project which is not official University business.

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## **CONTROL**

The University reserves all rights to monitor computing activity in any manner, and may control computing as necessary to maintain the integrity of the data and systems. The University is not responsible for loss of data or disruption of computing services regardless of cause.