University of Minnesota Rochester

Guidelines for Acceptable Use of Information Technology Resources

Computers, networks, and electronic information systems are essential for accomplishing the University of Minnesota Rochester’s mission of instruction, research, and service outreach. To accomplish these missions, University of Minnesota Rochester (UMR) grants members of the University community access to its information technology resources. The University community includes students, faculty, staff, collaborators, and other individuals who have an association with the University that grants them access to University information technology resources. The use of the information technology resources provided by UMR is a privilege and is not transferable or extendible by members of the University community to people or groups not associated with the University. UMR’s information technology resources may only be used in a manner that is consistent with the instructional, research, outreach, and administrative objectives of the University of Minnesota.

UMR is part of the University of Minnesota system and all University policies apply to UMR information technology users. In particular, the University of Minnesota policy on Acceptable Use of Information Technology Resources applies to users of UMR’s information technology resources.

Computing resources at UMR are both limited and shared by many. Although the amount of usage may vary among users, all users should avoid excessive usage, especially when it may impact the use of others. All members of the UMR information technology user community have a responsibility to appropriately use and protect the resources provided by the University. Specifically, UMR information technology users should be aware of the following:

1) Computer accounts or passwords are specific to the user and should not be shared with anyone.
2) Transmission of any material in violation of any U.S. or state laws or regulations is prohibited. This includes, but is not limited to, copyrighted material, threatening or obscene material, or materials protected by trade secret.
3) UMR information technology resources cannot be used for product advertisement or political lobbying.
4) Because of the public nature of UMR’s shared facilities, UMR information technology users are requested to take care not to display on screens in such locations images, sounds, or messages which could create an atmosphere of discomfort or harassment for others.
5) UMR information technology resources (including e-mail) cannot be used for illegal or unauthorized purposes including, but not limited to, (a) harassment; (b) destruction of or damage to equipment, software, or data belonging to others; and (c) the disruption or unauthorized monitoring of electronic communications. Using e-mail to participate in illegal acts is, itself, illegal and may result in prosecution by state and federal authorities.
6) UMR information technology resources cannot be used for private business purposes unrelated to the University.

The University of Minnesota invests significant resources on data infrastructure and Internet connectivity. The primary purpose of this infrastructure and connectivity is to support the educational, research, and outreach needs of the UMR information technology user community. Other uses are considered secondary, but are not restricted unless and until the amount of bandwidth used for these applications interferes with the primary functions. While UMR is committed to the wide use of the Internet, it views that the core services of email, web access, printing, file transfer, and other functions related to its education, research, outreach, and administration must be maintained. To this end, UMR monitors network traffic and will take steps to stop inappropriate usage such as peer-to-peer file exchange.

October 17, 2008