

Network Acceptable Use Statement

The University policies C5, C6 and C11 also apply. You are encouraged to read the full text at:

<http://www.mun.ca/policy/site/policy.php?id=164>

<http://www.mun.ca/policy/site/policy.php?id=162>

Guiding Principles

- Sir Wilfred Grenfell College's data network is intended to provide Sir Wilfred Grenfell College students, faculty and staff with freedom of access to publicly available information, to promote a spirit of intellectual curiosity and to foster the dissemination and discussion of competing ideas and points of view.
- The laws of Canada and the province of Newfoundland and Labrador, as they may pertain to the use of computing and communications facilities, must be followed.
- The rights of the individual are to be respected.
- Individual users are responsible for their actions, and Sir Wilfred Grenfell College assumes no liability for misuse of the computing facilities, nor does it guarantee to protect users or their data from harm.
- Sir Wilfred Grenfell College's data network is a university-owned facility, and you must strive to maintain a reasonable relationship between the benefit of your use of the network, and the impact on other clients.

Inappropriate Use

The University expects all users to refrain from the use of the network for:

- Any use which is illegal in Canada or Newfoundland and Labrador, or violates the University conflict of interest guidelines.
- Any use which may reasonably be considered offensive to such a degree that it may hinder other users in the performance of their duties.
- Any use which violates the terms of software licensing agreements, including "educational use only" provisions.
- Any use which jeopardizes the security of any computing facility or of information stored or conveyed by means of any computing or network facilities.
- Any use which causes undue degradation of system performance, especially by requiring a share of resources disproportionate to the potential benefit of the activity in the context of the user's principal University duties.

Operational Issues

The user of network facilities should also be aware of operational issues:

- Access to Sir Wilfred Grenfell College's data network system must be approved by the Department of Computing and Communications (C&C). C&C controls all accounts and passwords specifically required for the use of that data network.
- The MAC address of your network device must be registered with C&C, in your name or that of an appropriate supervisor. The named individual is considered responsible for the activity of that device.
- Sir Wilfred Grenfell College's data network supports only TCP/IP. Only C&C has authority to assign IP addresses. C&C provides a DHCP service, and no other DHCP service may be used without special arrangement.

Security and Privacy

- Network traffic is confidential. However, authorized personnel from the Department of Computing and Communications will monitor facilities use to ensure network integrity and performance. Any user who becomes aware of any loophole or password that could be used to damage the network, obtain extra resources, take resources from another user, or gain access to systems, must inform the Department of Computing and Communications immediately.
- Sir Wilfred Grenfell College cannot make any assurance of privacy for data that is sent over the Internet. We recommend that you watch for secure web pages ("https", and a padlock-icon) whenever you transmit sensitive information. Instead of "telnet", consider "ssh" to log onto remote servers.
- Sir Wilfred Grenfell College's WLAN uses the WPA protocols for security. However WPA security applies only for the wireless part of your communication. Like people using the wired data network you should take steps to protect your privacy when connecting to remote sites.

Wireless LAN

The technology of Wireless Local Area Networking (WLAN) imposes additional restrictions.

- WLAN is a "shared access" technology, where clients share the communications medium. In the wired network, by contrast, each client has dedicated bandwidth. Applications which are communications intensive will saturate the WLAN and render it unusable for all nearby clients. WLAN is therefore not appropriate for large downloads, streaming video, or servers.
- We may temporarily disable your WLAN access if you use applications that overload the WLAN capacity. Repeated occurrences may result in permanent loss of your WLAN access.
- WLAN technology is changing. Until August 24, 2004, Sir Wilfred Grenfell College will support the IEEE 802.11b standard, with EAP/PEAP for security. After that date, IEEE

802.11b and non-WPA devices will not function on campus, and only IEEE 802.11g devices with "Wi-Fi Protected Access" (WPA) will work. Please bear this in mind when purchasing portable computers or PDA's.

For more about the campus wireless network, please call the C&C Help Desk at 637-2049 or view <http://www.swgc.mun.ca/computing/wireless/>.

Wireless Client Software

- Some devices require additional software to use Sir Wilfred Grenfell College's WLAN. We have purchased the Odyssey wireless network client software for this purpose.
- The Odyssey wireless network client software will be provided as needed, free of charge, but you will be expected to uninstall it when you cease to be affiliated with Sir Wilfred Grenfell College University. You may also be asked to uninstall this software if your system no longer has a requirement for it.

Offenses may result in disciplinary action in accordance with existing Collective Agreements, Terms and Conditions of Employment, or the Code of Disciplinary Procedures for Students. In such a review, the full range of disciplinary actions available may be considered, including loss of network privileges for a specified period of time, dismissal from the University, and legal action.

Computer Use Agreement

The central computing facilities at Sir Wilfred Grenfell College are provided for the use of its students, faculty, and staff in support of learning, teaching, research, and administrative functions. All users are responsible for seeing that these facilities are used in an effective, efficient, ethical and lawful manner.

Acceptance and use of a Sir Wilfred Grenfell College computing or networking account constitutes your agreement with the following.

- All access to central computer systems, including the issuing of accounts and passwords, must be approved by the Department of Computing and Communications.
- An account assigned to an individual by the Department of Computing and Communications must not be used by others. The account holder is responsible for the proper use of the account, including proper password protection and ensuring that only he/she has access to the account.
- Programs and files are confidential unless they have been made available explicitly to other authorized individuals. The Department of Computing and Communications, however, will monitor facilities use to ensure system integrity and system performance. During this process, systems administrators may have access to certain information deemed confidential. Every effort will be made to ensure user privacy.
- Abusive, fraudulent, or harassing messages are not to be sent or stored by users. Computer systems are not to be used for games or excessive recreational activities.
- Attempts to degrade the performance of a computer system or to deprive others of resources or access to any university computer system are strictly prohibited.

- Loopholes in computer security systems or knowledge of a special password should not be used by unauthorized persons. The existence of such loopholes and/or the unauthorized disclosure of special passwords should be reported immediately to the Department of Computing and Communications.
- Users must abide by all provisions of software licenses and copyright law. The unauthorized copying, downloading or distribution of copyrighted works, including music, videos, movies, TV shows, performances, computer programs, and literary works via any method, including the internet and other networks, may constitute copyright infringement. Acknowledging that Canadian copyright law authorizes specific exemptions (e.g. the right to copy music for personal use, the restricted right to copy for private study, research, criticism, review, or news reporting), copyright infringement is subject to remedial and disciplinary action by Sir Wilfred Grenfell College, and may be subject to civil or criminal action by the copyright holder.
- User files will be removed from the system after the account expires or the user ceases to be affiliated with Sir Wilfred Grenfell College.

See policy C-5 in the university Policy and Procedures Manual for a more complete description of appropriate use of computing facilities.

Violation of Policy

Offenses will be dealt with in the same manner as violations of other university policies and may result in disciplinary action in accordance with collective agreements, terms and conditions of employment, or the Code of Disciplinary Procedures for Students. In such a review, the full range of disciplinary actions available, including loss of computer privileges for a specified period, dismissal from the University, and legal action may be considered.

Use of the University's central computing facilities constitutes agreement with the above.