

## University of Utah Connection Agreement

### Introduction

Access and connectivity to information technology resources and assets is provided by the University of Utah and University of Utah Health Sciences for academic purposes and the legitimate business needs of the University. Access and acceptable use of these resources is governed by University of Utah Policy 4-002; Information Resources Policy<sup>i</sup>.

### Purpose

This policy outlines the acceptable use of and access to University of Utah information technology resources and assets.

### Scope

This policy is applicable to any person, organization, or device that accesses University of Utah information technology resources and assets.

### Personal Use

The personal use of University resources is covered by the following University of Utah Policies:

- Policy 4-002, Information Resources policy<sup>ii</sup>
- Policy 1-006 Conflict of Interest policy<sup>iii</sup>
- Policy 6-316; Code of Faculty Rights and Responsibilities<sup>iv</sup>

Any person, organization, or device that accesses University of Utah information technology resources and assets shall

- respect the legitimate expectations of privacy of others.

The University reserves the right to monitor network use by students, staff, faculty, and visitors to determine if use of and access to information technology resources or assets:

- results in criminal activity,
- could incur liability for the University
- may have harmful or damaging impact on production or development systems
- may jeopardize the safety of patients, students, staff, faculty, or others

### General

The University of Utah makes Information technology resources and assets available which may be used by students, staff, faculty, and others. These resources are intended to be used for academic purposes and the legitimate business of the University of Utah and in a manner consistent with the public trust.

Access to technology resources and assets owned or operated by the University of Utah imposes responsibilities and obligations on any person, organization or device.

The University retains the right to allocate and control access to information technology resources and assets.

Any person, organization, or device that accesses University of Utah information technology resources and assets shall:

- Comply with Policy 4-004, University of Utah Information Security Policy<sup>v</sup>

- Respect the privacy and access privileges of other students, staff, faculty, and others to all locations that are considered to be part of the University of Utah and at all sites accessible through the University's external connections
- Treat institutional data, files maintained by other students, staff, faculty, or others as confidential unless otherwise classified pursuant to state or federal statutes, regulation, law or University policy
- Not access files or documents belonging to others, without proper authorization or unless pursuant to routine system administration

Not knowingly use a false identity and will take steps to correct misrepresentations if they have falsely or mistakenly identified themselves

- Use information technology resources and assets only for authorized purposes
- Protect their user accounts from unauthorized use
- Be considerate in their use of shared resources and refrain from monopolizing systems, overloading information technology resources and assets with excessive data, or wasting processing time, connect time, disk space, printer paper, manuals or other resources

### **Unacceptable Use**

The following activity is prohibited:

- Gain or attempt to gain or help others gain access without authorization
- Allow other individuals (e.g. co-workers, spouse, children, etc.) to use your account
- Use or knowingly allow other persons to use this organization's information technology resources or assets for personal gain, for example, by selling access to their account or by performing work for profit or contrary to the University of Utah policies and procedures
- Destroy, damage, or alter any University of Utah information technology resources or asset without proper authorization
- Waste computing information technology resources and assets, for example, by implementing or propagating a computer virus, using destructive software, or inappropriate game playing; or monopolizing information technology resources and assets for entertainment or personal use
- Harass or intimidate others in violation of law or University of Utah policy
- Violate laws or University of Utah policy prohibiting sexual harassment or discrimination on the basis of race, color, religion, gender, national origin, age, disability, sexual orientation, or veteran status
- Attempt to monitor or tamper with another students, staff and faculty members, or other's communications or copy, change, or delete other students, staff and faculty members, or other's files or software without the explicit agreement of the owner
- Violate state and federal laws pertaining to use of information technology resources and assets, and/or violate any of the regulatory laws or statutes that involve protection of data or privacy
- Make or use illegal copies or material of copyrighted or patented software, or store illegal copies or material, or transmit those copies or material
- Attempt without authorization to circumvent or subvert normal security measures or engage in any activity that might be harmful to systems or information stored thereon or interfere with the operation thereof by disrupting services or damaging files. Examples include but are not limited to: running "password cracking" programs, attempting to read or change administrative or security files or attempting to or running administrative programs for which permission has not been granted, using a telnet program to connect to system ports other than those intended for telnet, using false identification on a computer or system or using an account assigned to another, forging mail or news messages or use of any application or system that circumvents security or operational configurations that have been established to optimize University of Utah computer resources and assets.

- Transfer software, files, text or pictures in violation of copyright and/or pornography laws, or transfer software or algorithms in violation of United States export laws or regulation of the Digital Millennium Copyright Act
- Activity that will cause significant damage to another person or jeopardizes patient safety or the safety of any student, staff, faculty or visitor of the University of Utah
- Activity that will harm or negatively impact the production or development systems of the University of Utah
- Activity that will harm or impact the integrity and incur liability for the University of Utah
- Use of intellectual property without prior authorization
- Use of data outside of its intended purpose
- Utilization of the University of Utah's IT resources or email systems for a malicious or inappropriate activity

## Enforcement and Sanctions

A violation of the provisions of this policy or departmental policy is a serious offense that may result in the withdrawal of access and in addition may subject the offender to disciplinary action or academic sanctions consistent with this organizations policies and procedures.

Incidences of actual or suspected non-compliance with this policy should be reported to the appropriate authorities.

Disciplinary actions or academic sanctions will be assessed in accordance with the following:

- Violations of this policy by a faculty member shall be the basis for disciplinary action in accordance with Policy 6-316: Code of Faculty Rights and Responsibilities<sup>vi</sup>.
- Violations of this policy by a staff member shall be the basis for disciplinary action in accordance with Policy 5-111: Corrective Action and Termination Policy for Staff Employees<sup>vii</sup>, and Policy 5-203: Staff Employee Grievances<sup>viii</sup>.
- Violations of this policy by a student shall be the basis for disciplinary action in accordance with Policy 6-400: Student Rights and Responsibilities (Student Code)<sup>ix</sup>

A systems administrator may immediately suspend the access of any person, organization or device when the administrator reasonably believes that there has been a violation of this organizations policies or law and that continuing use of Information technology resources and assets will result in damage to the information technology resources and assets or that further violations of law or policy or destruction of evidence of such a violation may occur. A violation by any third party or person that is not affiliated with this organization will have their access revoked and if warranted will be reported to the appropriate law enforcement organization and will be subject to civil and criminal penalties as deemed appropriate.

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<sup>i</sup> <http://www.regulations.utah.edu/it/4-002.html>

<sup>ii</sup> <http://www.regulations.utah.edu/it/4-002.html>

<sup>iii</sup> <http://www.regulations.utah.edu/general/1-006.html>

<sup>iv</sup> <http://www.regulations.utah.edu/academics/6-316.html>

<sup>v</sup> <http://www.regulations.utah.edu/it/4-004.html>

<sup>vi</sup> <http://www.regulations.utah.edu/academics/6>

<sup>vii</sup> <http://www.regulations.utah.edu/humanResources/5-111.html>

<sup>viii</sup> <http://www.regulations.utah.edu/humanResources/5-203.html>

<sup>ix</sup> <http://www.regulations.utah.edu/academics/6-400.html>