

Title : Network Resource Access Guidelines
Number :
Approved :
Reference :

2260.01
10/19/11

This regulation addresses access to all legally licensed programs and information contained on all EAC-owned computers, including network resources, and/or all accounts or permissions that grant access to such information. It also applies to remote Internet access from off-campus as well as on-campus wired and wireless network access.

Network resource access may be permitted for currently enrolled students, employees, and approved guests.

The following conditions shall apply to all network resource access:

- √ All Internet usage shall be identified to a specific account on EAC's central computers or an Internet Protocol address. Anonymous usage of the Internet shall not be allowed.
- √ Network resource access from off-campus shall be via approved technologies.
- √ Network resource access shall not be available during system backups, report processing, maintenance, etc. Network resource access may be restricted from 12:01 a.m. to 8:00 a.m. on Tuesday through Friday, and from 12:01 a.m. to 12:00 p.m. on Saturday.
- √ Network resource access shall be terminated for those who abuse the privilege of using the resources. Any form of harassment, acts of a malicious nature, harm to any computer systems or information, or other acts that indicate the user is not acting in good faith and demonstrating good citizenship shall be considered abuse, will result in administrative action to terminate access privileges, and may also result in civil or criminal penalties.

The following conditions shall additionally apply to student access:

- √ Students residing in a networked residence hall and owning their own computers may request EAC network access by completing an online "EAC Student Network Access Application". After the student has submitted the application and agreed to both the Eastern Arizona College Acceptable Use Policy and Computer Service's Network Access Standards, they will receive the necessary information enabling them to connect to the residence hall wired network.
- √ Students enrolled in the current semester and owning laptop computers equipped with the appropriate wireless network card may request on-campus EAC wireless network access by completing an online "EAC Student Network Access Application." After the student has submitted the application and agreed to both Eastern Arizona College's Acceptable Use Policy and Computer Service's Network Access Standards, they will receive the necessary information enabling them to connect to campus wireless hotspots.
- √ All other students can access network resources at student-designated EAC computers.

The following conditions shall additionally apply to employee access:

- √ An employee whose position responsibilities require network resource access will normally be granted such access automatically. Employee access to non-public portions of the Intranet must have prior approval of the proper database administrator. All such access privileges will be terminated upon leaving EAC employment.
- √ Current employees shall be granted off-campus Internet access on request. Employee off-campus Internet access shall be terminated upon leaving EAC employment.
- √ Current employees owning laptop computers equipped with the appropriate wireless network card may request on-campus EAC wireless network access by completing an online "EAC Employee Network Access Application." After the employee has submitted the application and agreed to both Eastern Arizona College's Acceptable Use Policy and Computer Service's Network Access Standards, they will receive the necessary information enabling them to connect to campus wireless hotspots.

Any deviations from Network Resource Access Guidelines must be approved by the College President or personnel designated by the College President.

