

# Policy 701 - Acceptable Use of Information Systems and Services

Lower Columbia College Information Systems and Services include, but are not limited to, all local and wide area networks, Internet access, electronic publishing systems, lowercolumbia.edu, e-mail systems, administrative data processing systems, desktop computers, student labs, telephone systems, video systems, and all other current or future information systems.

The purpose of this policy is to protect the integrity and usability of College information systems and services and to ensure their continued availability for student learning and conduct of college business. This policy applies to all users of any of the College's information systems or services.

Users of any of the College's information systems or services agree to comply with applicable state, federal, and local laws, WAC code, and college policies and procedures.

## Historic Information

- Approved: March 16, 2022
- Campus Review: February 22-March 8, 2022
- Reviewed by UMCC: February 15, 2022
- Reviewed by Governance Council: February 2, 2022
- Reviewed by the Executive Leadership Team: January 26, 2022
- Approved February 23, 2009
- Campus Review: February 1-22, 2009
- Reviewed by the Executive Leadership Team: November 2008
- Adopted : February 2008

Resource/Reference/ Procedure	Title	Unit Responsibility
<b>Procedure 701.1A ( lowercolumbia.edu/publications/administrative-policies/_assets/documents/701.1A_Employee_Acceptable_Use.docx.pdf )</b>	Information System and Services – Employee Acceptable Use	VP Administration/Director of Information Services
<b>Procedure 701.2A ( lowercolumbia.edu/publications/administrative-policies/_a</b>	LCC Student Text Messaging	VP Student Services

Resource/Reference/ Procedure	Title	Unit Responsibility
assets/documents/701.2_L CC_Student_Text_Messaging.docx.pdf )		
RCW 42.52.160(3) ( apps.I eg.wa.gov/RCW/default.aspx?cite=42.52 )	Ethics in Public Service	