Possible Inclusions, Concerns
And Questions regarding the NIUP

1. Should network access be suspended upon receipt of RIAA violations?
   - Many universities are now including separate policies regarding this particular issue. Many are taking an aggressive stance with actions including: De-activation of the offending account, involving the Honor Board (or appropriate party), and possibly involving law enforcement.


3. Where will this document be published? Policy section of website? Network section of website?

4. How will amendments to policies be approved? Approval process?

5. Along with blocking a machine which is performing malicious activities on the network, should the User be reported to HR, to a departmental supervisor?
College of Charleston Faculty and Staff Interim Email Policy

0.0 Contents

1.0 Purpose

2.0 Application and Scope

3.0 Policy

4.0 Enforcement

1.0 Purpose
The College of Charleston is committed to the appropriate use of Information Technology and Services in support of its teaching, research, administrative and service functions. This document outlines the College’s email policy including usage, confidentiality, ownership, quotas, and enforcement.

2.0 Application & Scope
This policy applies to all usage of the College electronic mail services. All users should be aware of the policy, their responsibilities and legal obligations. All users are required to comply with the policy and are bound by law to observe applicable statutory legislation.

3.0 Policy
The College encourages the use of campus email services to facilitate communication among internal users and with the external community. This will help allow users to better perform the duties assigned to them and to allow greater efficiency in teaching, research, administrative and service functions.

It is required to have a user account for someone to utilize the College’s email system. The official email address will be in the form of username@cofc.edu

3.1 Ownership
Electronic mail services are provided by the College. Electronic mail messages are part of the College’s records of its work. They have the same status as any other written communication or record, and must be treated accordingly.

3.2 Confidentiality
Whilst the College seeks to preserve privacy and confidentiality in the provision of all IT Services, confidentiality of electronic mail cannot be assured. Confidentiality may be compromised by unintended redistribution, or because of inadequacy of technologies to protect against unauthorized access. In addition, any confidentiality may be subordinate to the application of law or policy, including this policy. As such, users should assume that the contents of electronic mail may be accessible to persons other than the recipient. Sensitive, libelous or abusive content should never be included in electronic mail. Users should be aware that network