

**Coast Community College District**  
**BOARD POLICY**  
Chapter 3  
General Institution

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**BP 3720 Computer and Network Use**

**References:**

Education Code Section 70902;  
Government Code Section 3543.1(b);  
Penal Code Section 502;  
Cal. Const., Art. 1 Section 1;  
17 U.S. Code Sections 101 et seq.

The District owns, leases, and/or operates a variety of computer and communication systems, including but not limited to, voicemail, electronic mail (e-mail), telephone, and access to the internet, which are provided for the use of District faculty, administrators, staff, and students in support of the programs of the colleges and District. Hereinafter, this system and all of its component parts shall be referred to as the “District Network.” This network establishes a communications platform that often substitutes for in-person meetings regarding District business.

All individuals who use the District Network, including the information it contains and related resources, have a responsibility not to abuse those resources and to respect the rights of others. The Chancellor shall establish a Procedure that provides guidelines for the appropriate use of the District Network and information technologies. The Procedure shall include provisions that users must respect software copyrights and licenses, respect the integrity of computer-based information resources, refrain from seeking to gain unauthorized access, and respect the rights of other computer users.

Students who do not observe the requirements of this Policy may be in violation of the Student Code of Conduct and subject to student discipline. Employees who do not observe the requirements of this Policy may be subject to disciplinary action up to and including termination.

Adopted January 19, 2005  
Revised February 20, 2008  
Replaces CCCD Policy 050-1-6.2, Spring 2011  
Revised March 21, 2018  
Reviewed December 12, 2018  
Revised February 3, 2021