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<b>SECTION:</b>	<b>INFORMATION TECHNOLOGY</b>
<b>AREA:</b>	<b>SERVICES</b>
<b>SUBJECT:</b>	<b>ACCESS TO INTERNET</b>

## SCOPE

UAMS Workforce.

## POLICY

UAMS Policy is to provide access to the network for UAMS faculty, staff and students. The UAMS computer network consists of a campus-wide backbone network, local area networks (including computing centers and labs), and many shared computers as well as personal desktop computers. By using University electronic information systems one assumes personal responsibility for their appropriate use and agrees to comply with this policy and other applicable UAMS policies, as well as City, State and Federal laws and regulations. UAMS Information Technology works to insure that network rights are not violated and network responsibilities are followed.

## PROCEDURES

### Communication & Privacy

1. In accord with federal and state law, the University reserves the right to examine material stored on or transmitted through its facilities. The University will examine files only when and to the extent that reasonable business need requires for protection and maintenance of the system. Computer users should be aware that privacy cannot be guaranteed in electronic communications, even for communications that have been "deleted."
2. Users of the University's computer facilities assume full responsibility for their experiences. The University cannot and will not protect individuals against the existence or receipt of material that may be offensive to them except in cases of violation of the law or of University policy or standards, and then only where technically feasible. Individuals making use of electronic communications are warned that they may willingly or unwillingly receive or discover material they find offensive. The University will not set standards for discussion or language in electronic communication forums and assumes no responsibility for the initiation or transmission of such material, whether or not such material originates inside or outside the University.
3. Similarly, individual users assume full responsibility and accountability for their actions. Computers offer powerful tools for communication but also offer the potential to infringe on the

rights of others. Individuals should consider carefully how their actions affect other users, and whether their behavior is prohibited under University policy and standards or under federal or state law. Violations of the law may be reported to the appropriate authorities, while violations of University policy and standards will be processed through the University Departments and Human Resources office. Education or remedial interventions prior to disciplinary action may be initiated by UAMS Information Technology. Such interventions do not preclude initiation of disciplinary action. Temporary restrictive actions may be taken by systems or network administrators during educational or remedial interventions, or pending disciplinary adjudication or final outcome of such adjudication. Access may be restricted or denied as the result of disciplinary action.

## **Internet Usage**

The *Internet* is the world-wide network of interconnected computer networks (e.g., commercial, academic and government) that operates using a standardized set of communications protocols. ARKNET is a subset of this network which links the computing systems of Arkansas higher education institutions with other educational and research organizations in Arkansas. UAMS is a member of ARKNET, the state network organization, which exists to sponsor, promote, and support the exchange of information for the research, instructional, and public service purposes of its members. Their mission is to maintain connections between local institutions and organizations and national networks and international networks (Internet). Use of the network must be consistent with its purpose and mission. The individual end-user has the responsibility for network usage that is in compliance with this policy.

1. Use which is consistent with the purpose and mission of ARKNET is acceptable. Specifically, all network usage for the purpose of, or in support of research, education, state, local, or national governmental affairs, economic development, or public service is acceptable use of the networks.
2. Unacceptable use includes, but is not limited to:
  - Use for any purpose that violates applicable UAMS policies and U.S. or state laws.
  - Use that interferes with, or disrupts other network users, services, or equipment. Such interference or disruption includes, but is not limited to: harassment of others, posting or mailing obscene materials, and propagation of computer worms or viruses.
  - Unauthorized entry to other computational, informational or communications devices or resources.
  - Operation of a commercial web site on UAMS equipment or over UAMS' Internet connection.
  - Use of the network in a malicious, threatening, or obscene manner. Use should be consistent with guiding ethical statements and accepted community standards.
3. Discretion must be used to protect patients, visitors or other employees when visiting legitimate web sites which may be considered pornographic or lewd.
4. Remote access from the Internet to UAMS network resources is only available through virtual private networks (VPN) or by dial in to the UAMS modem pool (RAS). This ensures that all communications from a remote location to the campus are encrypted or secure for the duration of the remote connection session.

- Remote access (RAS and VPN) is granted for University and business purposes only and is primarily for email, office file access (Word, Excel, etc.), or application access (eChart, Medipac, etc.).
- Remote access inbound or outbound via the Internet from remote control software (PCAnywhere, VNC, etc.) loaded locally on a UAMS PC is allowed, so long as the local installation is secured by permitting authentication by one of the UAMS Domain servers and the user is accessing the network through (VPN) or (RAS).
- The internet can be accessed through RAS, however UAMS is not an Internet service provider (ISP) and RAS is a limited resource. Internet usage via RAS will be monitored and individuals who inappropriately use this resource are subject to disciplinary action.