

GOOD SAMARITAN COLLEGE of NURSING and HEALTH SCIENCE  
CINCINNATI, OHIO

**POLICY TITLE: STUDENT COMPUTER POLICY**

**PURPOSE:**

To provide the resources necessary to complete the program for Associate of Applied Science in Nursing at Good Samaritan College, computers for student use are located in the Media Center, the Seton Student Lounge (8MN), and the 9MN and 10 MN Student Lounges.

**ADVISORY:**

All software on the computers for student use is protected by copyright law and is furnished to GSC under a license restricted to use on the College premises for educational use only. To copy or use materials except in accord with the licensing agreements is illegal and may be subject to prosecution in Federal Court.

**QUALIFIED USERS:**

Primary users of student computers are currently enrolled students in good standing, current faculty and staff.

Secondary users are alumni of GSHSN/GSC and current employees of TriHealth.

**FOOD/DRINK**

Food and drink are prohibited at the workstations. Students who violate this restriction are responsible for any damage to the workstation.

**WORKSTATIONS**

All workstations are IBM compatible personal computers. In addition to Microsoft Office software, many educational computer-assisted instruction programs (CAI's) are available for use.

Length of use at the workstations is not limited and workstations are available on a first-come, first-served basis, except as follows:

Curricular needs of students will have precedence over personal enrichment activities.

Students engaged in personal activities on the computers will yield the workstation to students with course needs.

The computer systems are filtered to prevent inappropriate use of student computers.

At this time, there is no student storage space designated on the workstations. Students must save their work on an external storage device formatted for use on an IBM PC. Disks formatted for Macintosh computers, while identical in size, will not save data at these workstations.

## EQUIPMENT

Users are not permitted to modify hardware or install any software on the systems without special permission from the Media Coordinator. Physically damaged disks may not be inserted into the drives. Report equipment malfunction to the Media Coordinator.

## ADVICE TO USERS:

Privacy of communications on the student computers is not guaranteed. TriHealth reserves the right to monitor communications as it deems necessary to ensure legal, ethical and moral use of its equipment.

Be circumspect in the use of accounts with passwords. Do not leave the workstations unattended while in a password account.

Be diligent when downloading files or opening e-mail attachments. There is a risk of infecting the machine you are using with a virus or worm that can spread throughout the TriHealth network.

## CONSEQUENCES:

Failure to comply with the policies of Good Samaritan College and/or TriHealth in the use of computer systems will be subject to disciplinary action.

Defacement, destruction or intentional abuse of the equipment or software, including the spread of virus or worms, physical destruction of property, or use of the computers for illegal, immoral or unethical purposes will be reported to the Dean of Student/Alumni Affairs and will result in disciplinary action.

Approved By:  Date: 5/23/05

Effective Date: 5/23/05

Review/Revision Dates: 2/04; 5/05; 9/09

Responsible Committee: Student Services