



**POLICY: 6Hx28:7A-01**

**Responsible Executive:** Vice President,  
Technology, Research, and Analytics

**Policy Contacts:**

**Specific Authority:** 1001.64, F.S.

**Law Implemented:** 1001.64, F.S.

**Effective Date:** 03-12-2002

**Date of Last Policy Review:**

03-12-2002

---

## Information Technology Resources Policies

---

### Policy Statement:

- I. The Valencia College District Board of Trustees is specifically authorized by law to adopt rules, procedures, and policies, consistent with law and rules of the State Board of Education related to data or technology, including but not limited to, information systems, communications systems, computer hardware and software, and networks. All college information technology resources are for purposes related to the mission of Valencia College, and shall be acquired and used in accordance with the mission of the college and its learning-centered principles. The president (or designees) is authorized to establish procedures and guidelines necessary and appropriate in the implementation of these policies. Procedures and guidelines may be related to acquisition, development, use and implementation of technology, including but not limited to the following:
  - A. Acceptable Use of Information Technology Resources
  - B. Computer Hardware and Software Standards
  - C. Online Privacy, Access and Security
  - D. User Authentication
  - E. Technical and Operational Currency
  - F. Information Preservation and Confidentiality
  - G. Instructional Technology

## H. Compliance with Laws, Rules, and Regulations

### I. Technology Governance

- II. These policies, along with implementing procedures and guidelines, shall be adhered to by all college units as well as all individuals who operate or use the information technology resources of the college. Information technology resources are, without limitation, facilities, technologies, and information resources used for college information processing, transfer, storage, and communications. Included in this definition are computer labs, classroom technologies, computing and electronic communications devices and services, such as modems, e-mail, networks, telephones (including cellular), voice mail, fax transmissions, video, multimedia, instructional materials. This definition is not all inclusive but rather reflects examples of college equipment, supplies and services. These policies supplement – not replace – all existing state and federal laws, rules and regulations. These policies also apply to the use of information technology resources entrusted to the college by other organizations.

---

#### **Related Documents/Policies:**

- [Guideline for Selecting a Secure Password](#)

---

#### **Policy History:**

Adopted 6-15-83; Amended 11-18-92; Amended 03-12-02; Formerly 6Hx28:04-38.01

---

**Date of Last Procedure Review:** 03-12-2002