

Code of Conduct for Users of McGill Computing Facilities

McGill Computing Facilities (MCF) are intended to support the academic mission and the administrative functions of the University. This code of conduct states the principles regarding the use of MCF. They complement and supplement rather than replace other policies concerning appropriate conduct of staff and students.

McGill Computing Facilities include any computer, computer-based network, computer peripheral, operating system, software or any combination thereof owned by McGill University or under the custody or control of McGill University.

The following principles apply to all McGill staff, students and other users of the McGill Computer Facilities. Users shall:

- 1 Be responsible for using these facilities in an effective, ethical and lawful manner.
- 2 Use only those facilities for which they have authorization, whether these facilities are at McGill or at any other location accessible through a network.
- 3 Take all reasonable steps to protect the integrity and privacy of the MCF including software and data. In particular, users shall not share with others the access codes, account numbers, passwords or other authorization which have been assigned to them.
- 4 Respect the copyrights of the owners of all software and data they use.
- 5 Respect the policies established by the administrators of external networks such as RISQ, CA*net, NSFNET when using such networks. They shall also respect the policies established by the administrators of local computing facilities at McGill.
- 6 Respect the privacy of others. This includes, but is not limited to, respecting the confidentiality of e-mail, files, data and transmissions.
- 7 Refrain from using MCF for unauthorized commercial activities.
- 8 Refrain from using MCF for any unauthorized or illegal purposes. Such purposes might include destruction or alteration of data owned by others, interference with legitimate access to computing facilities or harassment of users of such facilities at McGill or elsewhere, unauthorized disruption of MCF, attempts to discover or alter passwords or to subvert security systems in MCF or in any other computing or network facility.
- 9 Properly identify themselves in any electronic correspondence and provide valid, traceable identification if required by applications or servers within the MCF or in establishing connections from the MCF.

Users have a right to privacy. The level of privacy does not exceed, however, that of reasonable expectations. System failures or design faults may compromise this privacy and users should also recognize that authorized McGill personnel may have access to data and software stored on MCF while performing routine operations or pursuing system problems. Users should further recognize that, as specified in the relevant administrative policies at McGill, authorized McGill personnel have the obligation to take reasonable and appropriate steps to ensure the integrity of MCF and to ensure that this code is observed.

Any violation of this code may be prosecuted in conformity with the relevant University policy (Code of Student Conduct, personnel policies, etc.) and the principles of fundamental justice.

A companion interpretation document is available giving specific and current details about this policy. Any questions concerning this code should be directed to the user's local system manager or Network and Communications Services.

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Source:

Senate
Board of Governors

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