

स्वामी विवेकानंद
महाविद्यालय
उदगीर जि. लातूर.



**Swami Vivekanand
Mahavidyalaya,**
Udgir Dist. Latur

Govt. of Maharashtra Recognized & Permanently Affiliated to Swami Ramanand Teerth Marathwada University, Nanded
(Recognized Under Section 2(f) & 12(b) of U.G.C. Act 1956)

Prof. [Dr.] Sudhir Jagtap (M.Sc. M.Phil.Ph.D.)
Founder & President

Ref. No.SVMU/

Date :

IT infrastructure Development, Use, and Maintenance Policy:

01) All Users of the IT infrastructure of Swami Vivekanand Shikshan Prasarak Mandal's Swami Vivekanand Mahavidyalaya, Udgir, District Latur, Maharashtra.

02) Policy Statement: The policy statement applies to the college's students, teachers, and non-teaching staff.

03) Individual Undertaking:

- a. I shall be responsible for all use of this network. If I own a computer and connect it to the college network, I will be responsible for all its content especially that I make available to other users. (This provision will also apply to any computer or device I am responsible for and is included in the meaning of "my computer"). In case I do not own a computer but am provided some IT resources by the college, I will be held responsible for the content stored in the designated workspace allotted to me (examples: file storage area, web pages, stored/archived emails, on Computer Center or Department machines).
- b. I will be held responsible for all the network traffic generated by "my computer." I understand that network capacity is a limited, shared resource. I agree that physically tampering with network connections/equipment, sending disruptive signals, or using network resources excessively is strictly prohibited. Repeated offenses of this type could result in permanent disconnection of network services. I shall not share the network connection beyond my use and will not act as a forwarder/ masquerade for anyone else.
- c. I understand that the IT infrastructure at the college is for educational use, and I shall not use it for any commercial purpose or to host data services for other people or groups. I shall not host or broadcast information that might harm others or may be otherwise considered objectionable or illegal as per Indian law.

- d. I shall not attempt to deceive others about my identity in electronic communications or network traffic. I will also not use college IT resources to threaten, intimidate, or harass others.
- e. I will not intrude on the privacy of anyone. In particular, I will not try to access computers (hacking), accounts, files, or information belonging to others without their knowledge and explicit consent.
- f. When applicable, I understand that the IT resources provided to me are subject to monitoring, with cause determined through consultation with the college administration. The monitoring may include aggregate bandwidth usage to effectively manage limited IT resources and monitor traffic content in response to a legal or law enforcement request. I authorize the college administration to perform network vulnerability and port scans on my systems, as needed, to protect the integrity and efficiency of the college network.
- g. I shall maintain my computer on this network with current virus detection software and updates to my operating system. I shall attempt to keep my computer free from viruses, worms, Trojans, and other similar programs. I shall not change the operating system of my computer.
- h. I shall not use the IT infrastructure to engage in illegal file sharing. In particular, I have noted the following: Electronic resources such as e-journals, e-books, databases, etc., made available by the Library are for educational use. These resources can be searched, browsed, and material may be downloaded and printed as single copies of articles, as is done in the case of printed library material. Downloading or printing a complete book, an entire issue, or a volume of one or more journals (called systematic downloading) is strictly prohibited. Using robots, spiders, or intelligent agents to access, search and systematically download from e-resources is also prohibited. Any violation of this policy will result in penal action as per the rules and regulations of the University. I am aware that Systematic downloading will result in the publisher blocking the entire community of users at college from accessing these resources.
- i. I understand that I will not take any steps that endanger the security of the college network. Specifically, I will not attempt to bypass firewalls and access rules. In critical situations, the college authorities reserve the right to disconnect any device or disable any account if it is believed either is involved in compromising the college's information security.
- j. I understand that any use of IT infrastructure at the college that constitutes a

violation of the Regulations could result in administrative or disciplinary procedures.

- k. The college management is responsible for procuring, installing, and configuring all IT equipment (i.e., computers, printers, network switches, etc.) in the college's administrative sections, Library, and computer labs.
- l. The designated persons will act as the system and network administrators for the administrative sections. They will be entrusted with the authority to decide the type and version of the operating system loaded into each computer. The head of the Computer Science Department will allocate the necessary IP addresses, proxies, email relays, etc. In other words, and will act as a decision-making body regarding the hardware and operating systems used in the college.
- m. The computer science department is entrusted with the decision-making powers for certifying the in-house/commercial software application loaded on each computer. They will decide the type and the version of the application software and the corresponding operating system that may be required for the specific application.
- n. Suppose the machines in the administrative network "misbehave" and causes problems for any other department or the entire campus or disrupt services, the head. In that case, the department of Computer Science will notify the concerned sections and disconnect the particular machine from the core network until the problem is fixed satisfactorily.
- o. The use of personal entertainment/business activities is strictly prohibited.

Guidelines for Users:

- The college IT infrastructure refers to the college network and any hardware and software services the college provides.
 - The college IT infrastructure is primarily for the educational use of the college community. Any user should not use it for any other purposes that directly conflict with the user's role without the explicit permission of the competent authority.
 - Users should not use the college's IT infrastructure for commercial purposes unless the competent authority permits it.
- 04) Users should not use the college IT infrastructure to compromise the security of any other user, system, or network anywhere, inside or outside the institute. Users should not use or communicate any information using the college's IT infrastructure that may harm, threaten, intimidate, or harass others or may be

- considered objectionable or illegal as per law.
- 05) Users are solely responsible for any data stored or sent using the college's IT infrastructure. Any liability arising from misuse is the responsibility of the user concerned.
 - 06) Users are not allowed to extend or otherwise tamper with the college network without prior permission of the college-authorized person.
 - 07) Users should use the Email facility primarily for academic and official purposes and, to a limited extent, for reasonable personal purposes.
 - 08) Users are responsible for keeping a backup of important emails in their email accounts.
 - 09) Users should not share their email account details with others, as the individual account holder is personally held accountable in case of any misuse of that email account.
 - 10) Users should not attempt to break into others' email accounts.
 - 11) Users should not open any mail or attachment from unknown and suspicious sources or is otherwise suspicious without confirming the authenticity of the attachment.
 - 12) Users should not disclose confidential information, such as passwords, in response to emails. Users should use a strong password to protect any accounts they own at the college.
 - 13) IT infrastructure, including but not limited to email accounts. A password must be immediately changed if it is suspected of being disclosed or known to have been disclosed to anyone besides the authorized user.
 - 14) Users are solely responsible for understanding and following this usage policy. Any violation of any part of this usage policy and any misuse of any part of the IT infrastructure by any user or using any account owned by the user is solely the user's responsibility. Any liability or legal action (as per Indian cyber law) arising from such violation/misuse will solely be the user's responsibility. The user may be subjected to appropriate actions as decided by the authorities



Principal

Sudhir Jagtap
(Dr. Sudhir Jagtap)

Principal
Swami Vivekanand
Mahavidyalaya, Udgir