

# Public Computer Use

## Academic Affairs – Library

### CWU Policy 503-05

**Effective:** February 5, 2014

**Policy Review Date:** YEAR

**Policy Executive:** Provost and Executive Vice President of Academic Affairs

**Responsible Office/Unit:** Dean of Libraries

#### Policy Statement:

#### Applicability:

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#### Content:

Policy

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- (1) CWU Libraries computers are primarily intended for course-related research. All patrons have a right and responsibility to use them in an ethical and legal manner. Library computer use is governed by all applicable University policies, including the [CWU 701-07 Acceptable and Ethical Use of University Information Technology Resources](#) and [CWU 401-02 Sexual Harassment](#).
- A. Users should respect the desires of others not to be inadvertently exposed to material that they find offensive.
  - B. The following activities are *not* permitted:
    - 1. Engaging in disruptive activity.
    - 2. Using workstations to gain unauthorized access to any network or computer system.
    - 3. Attempting to change, damage or disrupt library computer equipment or software.
    - 4. Using or storing personal files on library computers.
    - 5. Violating copyright laws or software licensing agreements.
  - C. CWU Libraries will pursue appropriate sanctions for violations of the activities listed above.
  - D. CWU Libraries provides access to a wide variety of materials, including the Internet. In keeping with the American Library Association's guidelines on the [Access to Digital Information, Services, and Networks](#), and the [Library Bill of Rights](#), the CWU Libraries endeavors to protect

intellectual freedom and patrons' rights to open access to information.

**History:**

*Responsibility: Library Dean; Authority: Provost/VP for Academic and Student Life; Reviewed/Endorsed by Provost's Council; 09-11-2013: Cabinet/UPAC; Review/Effective Date: 02-05-2014; Approved by: James L. Gaudino, President*

*Housekeeping Update, January 13, 2025*

*Reformatted and Assigned new Policy Number - Previous Policy CWUP 5-120-100, June 2025*