LOYOLA COLLEGE OF ARTS & SCIENCE (Co. Ed.)

Loyola Nagar, Mettala, Oilpatty Post, Rasipuram Taluk
Namakkal District, Tamil Nadu, India
Pin Code - 636 202
www.loyolacollege.ac.in

INFORMATION TECHNOLOGY POLICY

Preamble:

Information Technology (IT) policy lays forth the rules for responsible use of IT and Wi-Fi resources that are distributed either centrally or per department. It is expected of all College users that they are aware of and abide by this policy. They are in charge of overseeing appropriate use, safeguarding information resources, and maintaining privacy.

Scope:

The usage of IT resources is aimed at promoting the mission of the College in teaching, research and extension activities.

Objectives:

- To ensure the integrity, reliability, availability and performance of the IT systems
- To ensure that all users adhere to the procedures and facilitate the implementation of this policy

Policy Statement:

- For a variety of applications, including e-library resources, users must utilize the systems, internet, wireless resources, official websites, and administrative system portal in an efficient manner.
- Users shall not send, view, or download any fraudulent, harassing, obscene, threatening, or other messages or materials that are in violation of applicable law or College policy.
- Users shall not violate copyright law and shall respect license agreements related to copyright materials.
- The College shall periodically advise users to comply with the policies and obligations (including Licenses and Contracts).
- When using blogs, news rooms, email lists, and social media, users must follow the College's regulations.

Operating Aspects:

- The College will make an effort to apply this policy fairly in order to achieve the goals for which it was formulated.
- The heads of the departments in question will be in charge of ensuring that the College's information resource management policy is followed.

Budgetary Provisions:

- The College's annual budget allocates budgetary provision for the funding and management of centralized facilities such as Campus Networking, Computer Systems and Digital Library.
- Purchases and services are performed in accordance with college policies.

Responsibilities:

- The College website is designed, launched, and maintained at the Department of Computer Science & Applications
- Hardware and software purchases, as well as necessary maintenance and updates, are carried out in accordance with college policies.

Implementation:

The Information and Technology Policy will be implemented with the assistance of stakeholders by a committee that has been specifically formed.

Approval and Review:

The Information and Technology Policy will be examined every three years or more frequently as needed. The Policy will be maintained by the College Principal.

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