

# **Baton Rouge Community College**

## **Student Government Association Application Packet**

(Revised 3/21/2011)

### **2011-2012**



### **SGA Election Positions:**

**President**

**Vice President**

**Treasurer**

**Secretary**

**Assistant Secretary**

**Parliamentarian**



## Document Checklist

Document Name	X
Election Packet cover sheet	
SGA Election Application (page 1-2)	
SGA Candidate GPA Verification form (Page 3)	
Election Code Agreement form (page 7)	

**\*Documents due to William E. Gorjup, SGA Vice President/Election Commissioner in room 148, SPAR office, Bienvenue Student Center at 12:00 pm on April 4, 2011.**



**Student Government Association 2011-2012  
Election Application**

Name: \_\_\_\_\_ B#: \_\_\_\_\_

Home Address & Phone: \_\_\_\_\_  
\_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_  
Alternate Address & Phone: \_\_\_\_\_  
\_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_

Primary E-mail and Telephone Contact (where you are sure to be reached).  
\_\_\_\_\_

Position for which you are applying: \_\_\_\_\_ President \_\_\_\_\_ Vice President  
\_\_\_\_\_ Vice President \_\_\_\_\_ Secretary \_\_\_\_\_ Assistant Secretary \_\_\_\_\_ Parliamentarian

Degree Program: \_\_\_\_\_  
Number of Current Enrolled Credits: \_\_\_\_\_ Overall GPA: \_\_\_\_\_  
Number of Completed Credits: \_\_\_\_\_ Last Semester GPA: \_\_\_\_\_

I understand that elections are Tuesday, April 12, and Wednesday, April 13, 2011. I certify that the above information is true to the best of my knowledge and I agree to let the Student Government Association check into my academic records for the purpose of verifying qualifications. I shall abide by all the rules of the BRCC Student Government Association and the Student Government Association Election Code. I further understand that intentionally giving false information with the intent to deceive is a direct violation of the Baton Rouge Community College Student Code of Conduct and can result in disciplinary actions, recommended by the Director of Student Programs and Resources, that will be enforced by the Vice Chancellor of Student Affairs.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_  
APPLICATION DEADLINE: Monday, April 4, 2011 at 12:00pm. All SGA Applications must be returned to: William Gorjup, SGA Vice President/ Election Commissioner, Student Programs and Resources Office, Bienvenue Student Center.

<b>For Office Use Only</b>	
Received: _____	Date: _____
GPA _____ Total Cr. _____ BRCC Cr. _____ Aca/Dis Prob. _____	
Enrollment Services Signature: _____	Date: _____

**Special Election Application**

Name: \_\_\_\_\_ Desired Position: \_\_\_\_\_

**Please do not exceed 150 words per question in responding to the following questions. These responses may be used by the Election Committee in election-related publicity. Please type your responses on a separate sheet of paper.**

- 1. Why do you want to run for office?*
- 2. What is your platform? What do you hope to accomplish if you win?*
- 3. What experience and qualifications do you have?*

**Additionally, please give three brief statements (each 20 words or less) of your objectives for office. (Example: Stop Tuition Increases).**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**I give the SGA Election Committee permission to use these statements, along with any Photograph I will have taken by the Election Committee or SGA Advisor for use in Connection with this election, in any marketing the Election Committee deems appropriate, including but not limited to The *BRCC Today* and flyers.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**GOOD LUCK!**

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**APPLICATION DEADLINE: Monday, April 4, 2011 at 12:00pm. All SGA Applications must be returned to: William Gorjup, SGA Vice President/Election Commissioner, SPAR Office, Bienvenue Student Center.**



## SGA CANDIDATE GPA VERIFICATION FORM

Full Name:

\_\_\_\_\_

Last	First	Middle Initial
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B-Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Degree of Study: \_\_\_\_\_

Anticipated date of graduation: \_\_\_\_\_

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### OFFICE USE ONLY

Overall GPA: \_\_\_\_\_

Number of Semesters at BRCC: \_\_\_\_\_

Completed Credit Hours: \_\_\_\_\_

Verified By: \_\_\_\_\_ Date : \_\_\_\_\_

# ELECTION CODE

A fair and ethical Baton Rouge Community College (BRCC) Student Government Association (SGA) election is the foundation upon which this representative form of government is built; therefore, it is imperative that the elections have guidelines and codes to ensure that all candidates are elected in a fair and unbiased manner. Any actions or deviations from the election code may result in candidate disqualification. In accordance with the SGA Constitution, an Election Board will organize and execute its prescribed duties regarding the election. The following guidelines are intended to promote a fair and impartial election process:

## Section 1: Voter Qualifications

- A. Students must be enrolled at BRCC at the time of election.
- B. Students may only vote once in each election.
- C. Persons with special needs will be provided assistance as needed through the Office of Disability Services.
- D. Students must present photo I.D. if voting does not take place electronically through the BRCC homepage.
- E. Electronic elections may be held and all registered BRCC students may vote electronically using their BRCC login.

## Section 2: Dates of General and Runoff Elections

- A. General elections will be held in April on the official date announced in the Student Programs and Resources (SPAR) Office.
- B. Runoff elections, if necessary, will be held during the second week following the General Election.
- C. The Director of Student Programs and Resources shall retain and preserve all records and documents relating to candidate qualification, the Election Committee documentation and the results of a general or runoff election for at least one year after the date of a general or runoff election. These records and documents, with the exception of candidate qualification records, shall be public record.

- D. SGA Elections
  - a. Polls will open on the day of election at times announced in the SPAR office.
  - b. Voting in a general or runoff election shall discontinue at the close of the polls.
  - c. Students may vote at the designated voting areas using a current BRCC student ID.
  - d. Electronic elections may be held and conducted through the BRCC homepage.
  - e. Electronic voting will begin and end at specified times.
  
- E. Special Elections (as needed)
  - a. Special elections will be called for as needed in the fall semester by the Election Committee.
  - b. Electronic voting will begin at 10:00am, Tuesday, April 12, 2011 and will end at 4:30 pm on Wednesday, April 13, 2011.

### **Section 3: Candidate/Officer/Appointee Qualifications**

- A. BRCC SGA Presidential candidates must be enrolled in and maintain at least 12 hours in the fall and spring semester and must have accumulated at least twelve credit hours or served as an SGA Senator for at least one semester.
- B. All other executive officer candidates must be currently enrolled in and maintain a minimum of nine (9) hours in the fall and spring semesters and must have accumulated at least twelve credit hours or served as an SGA Senator for at least one semester.
- C. All candidates must have and maintain at least a **2.5** GPA at the time of election and during their entire term of office.
- D. All candidates must qualify by deadline date.
- E. All candidates must agree to abide by campaign regulations and rules set by the Election Committee. Any violations of these regulations will result in disqualification.
- F. All candidates must be in good standing with the college and the community.
- G. All candidates applying for any SGA Executive position are expected to refrain from any consensual or communal relationship. Failure to comply will result in disqualification.

### **Section 4: Candidate Certification**

- A. Candidates applying for office must obtain an official candidate's package, including a copy of the candidate election application, SGA candidate GPA verification form, candidate timeline, student conduct code and the election code from the BRCC SPAR web site.
  - a. The packet will be made accessible to all students accessing the SPAR web page.

- b. The application must be typed and submitted, in its entirety, to William Gorjup, SGA Vice President/Election Commissioner no later than **Monday, April 4, 2011, at 12:00pm, on the date listed on the official announcement in the SPAR office.**
- B. No candidate may apply for more than one office in an SGA election.
- C. No elected or appointed SGA Officer/student shall be compensated from more than one financial resource governed by SPAR/SGA at anytime.
- D. No elected or appointed SGA Officer/student shall hold more than one position at anytime
- E. A **mandatory** candidates meeting will be held **on the date listed on the official announcement in the SPAR office, Tuesday, April 5, 2011 at 11:00am.** Candidates are responsible for all information covered during this meeting and the lack of knowledge will not be grounds for an appeal.
- F. The Election Committee will be responsible for verifying the eligibility of all candidates. If a candidate fails to meet the qualification requirements, their name will automatically be removed from consideration and they will be notified via official letter.
- G. Candidates are required to take a photo (head shot) immediately following the meeting. Photos will be taken for election purposes only.

### **Section 5: Candidate Expenditures**

- A. Expenditures for a general, runoff and special election for SGA Officers will not exceed \$150.00 per election.
- B. Candidates will **not solicit** donations or support of any kind from private businesses or organizations. Candidates will not request or use BRCC contractors or vendors for endorsement or dissemination of any campaign materials.
- C. An itemized list of all campaign expenditures must be submitted to the Election Commissioner no later than **4:00 p.m., Wednesday, April 13, 2011. Failure to comply may result in candidate disqualification.**
- D. Failure to comply with expenditure report guidelines will result in disqualification and not grounds for an appeal. This report should be inclusive of in-kind services.

### **Section 6: Campaign Materials**

- A. Candidates can display and pass out approved campaign materials **immediately following the April 5, 2011 mandatory candidate meeting. Campaigning can begin on Tuesday, April 5, 2011, at 12:00pm.**
- B. Posters should be limited to no more than 20 per candidate. Posters are defined as any campaign material larger than 8 1/2" x 14" but smaller than 2'x 3'. Banners will be limited to no more than two per candidate. Banners are defined as any campaign material larger than 2'x 3'. There is no limit on the amount of any campaign materials that are less than or equal to 8 1/2" x 11. Other campaign items, such as t-shirts and buttons, may be used as well.
- C. Defacing, removing or otherwise tampering with any other candidate's election material is prohibited. Upon the filing of a written complaint by any candidate of alleged tampering,



the election Board will convene within 48 hours to determine the legitimacy of the complaint. A written response will be forwarded to the complainant.

- D. All campaign material must be removed by **Wednesday, April 13, 2011 at 5:00 p.m.**
- E. **Campaigning will contain only accurate and truthful information.** All campaign materials must be pre-approved by the Director or Assistant Director of Student Programs and Resources or the Election Commissioner before being displayed.
  - a. Campaign material cannot be posted to painted walls or glass of any campus property.
- F. No campaign paraphernalia may be worn while voting or brought to any area within 25 feet of the polls.
- G. All campaign materials must be removed from all areas that are within 25 feet of poll locations at least 24 hours before opening of the polls.
- H. All campaign material must be posted in approved/designated area. The candidates must follow the Posting Rules listed below:
  - a. Do's
    - i. Students are allowed to distribute push cards and flyers.
    - ii. Students may place signs on campus lawn with wooden or metal stakes.
    - iii. Students are allowed to place signs on laminated columns in the student center.
    - iv. Students are allowed to campaign at designated areas in Frazier building.
    - v. Students are allowed to place campaign materials in designated areas in the parking garage.
    - vi. Students are allowed to post campaign materials on designated BRCC sponsored bulletin boards.
    - vii. Students are allowed to post campaign materials on purchased easels in designated areas.
  - b. Don'ts
    - i. No postings allowed on any BRCC campus walls, glass doors, vending machines, windows, trashcans or benches.
    - ii. No campaign materials are allowed in the elevators. No signage is allowed outside campus building doors.
    - iii. Do not post signs over other postings.
    - iv. Posters, flyers, or push cards cannot be placed on windshields.
- I. Electronic Campaigning Etiquette
  - a. The SGA Election Committee prohibits any kind of electronic campaigning, and campaigning materials discovered in any electronic medium will be brought before the Special SGA Election Committee. These rules apply to all means of electronic and internet campaigning. This includes but is not limited to Facebook, MySpace, chat rooms, peer-to-peer networks, Twitter, IM, emails, text messaging, telephone solicitation or any other methods of social networking.

- b. Emails or use of information from BRCC related accounts whether candidate or member of candidates campaign team are not allowed.
- c. Links to electronic voting are not allowed.

### **Section 7: Solicitation at Polls**

- A. No candidates or campaigning shall be within 25 feet of the voting polls, other than to cast their official vote or for official business in the designated area.
- B. No candidates or campaigning shall be within a college room that is **equipped with a computer** that is designated for student use. This applies to online elections only.
  - a. Exceptions to this rule shall include:
    - i. If a student must be in the designated room as part of their job description.
    - ii. If a candidate must pass through the designated room to access college services, only if other routes are inaccessible.
    - iii. If a student must use the designated room to utilize a computer for the advancement of their personal academic achievement.
- C. No campaign materials may be displayed or dispensed by the candidate within a college room that is equipped with a computer that is designated for student use.
- D. Electioneering in general is not permissible within a college room that is equipped with a computer that is designated for student use. No candidate or campaigning should be in the immediate vicinity of any student who is actively using a computer for any reason.
- E. Electioneering in general is not permissible within 100 feet of the polls, (Electioneering: See State of Louisiana, Election Code, R.S. 18:1462. rev 1992, regarding "Electioneering.")

### **Section 8: Appeals**

- A. Written appeals must be submitted to the Election Commissioner within 48 hours following the close of the polls. No appeal will be considered after the 48 hour time period has expired.
- B. The Elections Committee will convene to review the appeal within 48 hours of its submission. A written response will be forwarded to the complainant within five business days.



## ELECTION CODE AGREEMENT

I, \_\_\_\_\_, have read and understand all of the rules set forth in the Election Code. I will abide by all of the guidelines and understand that if I or any person campaigning on my behalf, violate any section of this document, I may be removed from the competition.

I, \_\_\_\_\_, hereby grant my consent to Baton Rouge Community College to use and license the use of my name and likeness, whether in still or moving pictures, my photograph and/or reproduction, with or without my name for editorial, promotion, trade, business or other purpose whatsoever. Baton Rouge Community College may exercise its rights in any way it sees fit for its productions, for advertising and for other purposes. I hereby waive any right to approve the finished photograph, or any copy which might be use in conjunction with the finished project. I understand I will receive no compensations for photographs, or other forms of media used and/or reused.

\_\_\_\_\_  
Candidate Signature

\_\_\_\_\_  
Office Of Interest

\_\_\_\_\_  
Date

**\*Must be returned with the completed Election Application along with attachments**

## STUDENT GOVERNMENT ASSOCIATION CANDIDATE TIMELINE

Date	Time	Event
Monday, March 21, 2011	12:00pm	SGA Election Application packets available online and in the SPAR office
Monday, April 4, 2011	12:00pm	SGA Election Applications Due to William Gorjup, SGA Vice President/ Election Commissioner, SPAR Office, Bienvenue Student Center
Tuesday, April 5, 2011	11:00am	Mandatory: Candidate Meeting (Campaign Managers invited) Bienvenue Student Center Rm 152 Photos will be taken
Tuesday, April 5, 2011	12:00pm	Campaigning Begins
Thursday, April 7, 2011	1:00pm	Meet the Candidate Forum Bienvenue Student Center
Tuesday, April 12, 2011	10:00am	Electronic Voting Begins
Wednesday, April 13, 2011	4:30pm	Electronic Voting Ends
Wednesday, April 13, 2011	5:00pm	All campaign materials removed from BRCC property <b>Mandatory</b>
Wednesday, April 13, 2011	4:00pm	SGA Candidate Expenditure Report Due to William Gorjup, SGA Vice President/Election Commissioner
Wednesday, April 13, 2011	5:00pm	Results posted in student center
Thursday, April 14, 2011	12:00pm	Winners introduced at the SGA Meeting
Thursday, April 28, 2011	6:00pm	Newly elected officers inducted at the annual Student Recognition Ceremony

## **STUDENT CONDUCT CODE**

Membership in the college community confers upon students certain rights and imposes certain responsibilities, which are defined below. Students are expected to understand and exercise their rights, to meet their responsibilities, and to respect the rights of others. The College's student conduct code is expected to enforce these responsibilities and to afford the same rights to students. The College will help to preserve a climate in which students can develop without denying this same opportunity to others. Unfamiliarity with the following does not excuse students from carrying out their responsibilities as members of the college community.

### **A. STUDENT RIGHTS**

1. Students have the right to be heard in matters that affect their rights and responsibilities. (e.g. through Student Government Association, Dean of Students, etc.)
2. Students have the right to take stands on issues, to examine and discuss questions of interest, and to support legal causes by orderly means which do not disrupt college operations or interfere with the rights of others. Students or student groups wishing to engage in peaceful demonstrations must obtain a permit to do so from the Office of Student Programs and Resources at least seventy-two (72) hours prior to the demonstration. The demonstration must be restricted to the area specified in the Student Activity Request Form.
3. Student publications and communications are guaranteed the rights inherent in the concept of "freedom of the press." Individual students and student organizations have the right to publish, distribute, and broadcast material on the college campus provided that the materials are identified by the name of the student or student organization. All publications and broadcasts shall be subject to the canons of responsible journalism, including the avoidance of defamation, indecency and obscenity, undocumented allegations, and harassment. In addition, all publications and communications must be approved by Office of Student Programs and Resources.
4. Students have the right to form and participate in student organizations that provide opportunities for educational and social enrichment. All student organizations registered with the Office of Student Programs and Resources may meet on college premises

provided that they make reservations in accordance with the established rules and regulations for room and space reservation. Students and/or student groups may not make reservations in their names for outside groups or organizations to use college space.

5. Student organizations registered with the Office of Student Programs and Resources have the right to invite any persons of their choosing to their organization as speakers on college premises. The Chancellor or the Vice Chancellor of Student Affairs may cancel a speaker's reservation where there is a clear and present danger to the orderly operation of the college. Such cancellation shall be communicated to the sponsoring organization at the earliest opportunity.
6. Students have the right to have their academic records kept confidential subject to existing law. No official records shall be kept which reflect political activities or beliefs of students. No official records shall be available to unauthorized persons within the institution, or to any person outside the institution without the expressed written consent of the student involved, except under legal compulsion.
7. Students have the right to due process when accused of any violations of college regulation or rules of conduct. A student will find adequate due process accorded through the Student Government Association Constitution, and administrative procedures. This right shall include the following:
  - a. Right to a notice in writing of any charges.
  - b. Right to admit the alleged violation, waive a hearing and accept the college's action.
  - c. Right to admit the alleged violation but request a hearing.
  - d. Right to deny the alleged violation and request a hearing.
  - e. Right to a fair hearing before an impartial committee.
  - f. Right to appear in person at a hearing or not to appear with assurance the failure to appear shall not be construed as indicative of guilt.
  - g. Right to select an adviser of their choice to attend the hearing with them.
  - h. Right to call witnesses and present evidence on their behalf.
  - i. Right upon request to a list of witnesses who will appear against them.
  - j. Right to confront and cross-examine witnesses and/or accusers.

- k. Right to request a copy of any available record or tape recording of a hearing if the offenses involve possible suspension or expulsion.
- l. Right to appeal to the Vice Chancellor for Student Affairs, and then to the Chancellor of the College.

## **B. STUDENT REGULATIONS AND RULES OF CONDUCT**

It is a basic and fundamental responsibility of a college to maintain order through reasonable policies and procedures. The filing of an application for admission shall be regarded as evidence of the applicant's intention to abide by the standards and regulations of BRCC. Students forfeit their right to remain enrolled if they fail to comply with such standards and regulations. The following is a statement of the regulations and responsibilities of students both as individuals and as groups at BRCC. Additional rules or regulations may be initiated under established procedures during the year.

1. Firearms, explosives, fireworks, or weapons of any kind are not to be brought onto the college premises or to college-sponsored events except as authorized by the proper officials of the College.
2. The manufacture, distribution, sale, possession, or use of alcoholic beverages, marijuana, controlled substances, or dangerous drugs on the campus and at institutionally approved events off campus is prohibited.
3. No person shall physically abuse, threaten, or intimidate any member of the faculty, staff, student body, or any official visitor to the College.
4. The taking, damaging, or malicious destruction of property belonging to the college, to the visitors to the college, or to any member of the college community is prohibited.
5. No persons shall assemble on campus for the purpose of creating a riot or disruptive or disorderly diversion which interferes with the normal educational processes and operations of the College. This policy shall not be construed as the denial of any student's right to peaceful assembly.
6. Gambling on the campus premises is prohibited.
7. No person shall interfere with, fail to cooperate with, or fail to identify himself or herself to any properly identified administrator or staff person while that person is in the performance of his or her duties.

8. Unauthorized entry into, use, or occupation of college facilities which are locked, closed to student activities, or otherwise restricted as to use, or which have not been reserved for use through the proper college authorities is prohibited.
9. Falsification, alteration, fabrication, or misuse of college forms, documents, records, or identification cards is prohibited. This policy includes any documents submitted in support of official college purposes.
10. The operation on campus of student organizations not properly registered with and recognized by the SPAR Office is prohibited.
11. The dissemination on campus of publications which do not bear the name of the originator or which are not done in accordance with college rules and regulations is prohibited.
12. Students shall not attempt to defraud, deceive, or mislead an instructor in arriving at an honest grade assessment.
13. Hazing is not permitted. Hazing violations include, but are not limited to, abusive initiation requirements for entrance into a club or organization.
14. Unauthorized use of college property or services is prohibited.
15. Behavior that is disruptive or that interferes with the campus learning process in the classroom or on campus is not permitted. Students accused of Student Conduct Code violations can be assured adequate due process through administrative procedures. Violations can be adjudicated through an informal hearing with the Dean of Students and/or through a formal hearing. An informal hearing is a meeting between the accuser, the accused, and the Dean of Students. An informal hearing is appropriate when all parties voluntarily agree to engage in an attempt to resolve the complaint. This may result in sanctioning if needed. If the informal hearing does not result in resolution, the case will be forwarded for a formal hearing.

### **C. ADDITIONAL CONDUCT REGULATIONS**

1. Appearance and/or dress that is extreme or unusual to the point of distracting from or being disturbing to the learning environment within classes or on campus will not be tolerated. In certain technical labs, student dress is expected to meet all safety codes.



2. Telephone and mail service is not available on campus for students. Students should be called through the college switchboard only in cases of emergency, which involve the illness or death of a family member. The Office of Environmental and Public Safety should be contacted in such emergencies. Pay phones are available on each campus for student use. Students should not give the College as their address since there is no mail service for students.
3. The use of tobacco products is prohibited in all buildings of BRCC.

#### **D. DISCIPLINARY SANCTIONS**

Failure by a student to follow prescribed rules of conduct will subject him or her to disciplinary sanctions by the Dean of Students. Disciplinary sanctions include:

1. Admonition or oral statement to the student who has violated regulations.
2. Official reprimand, warning, or notice in writing that continuation or repetition of wrongful conduct may cause more severe action.
3. Educational sanction including but not limited to public service, participation in a particular program, receipt of specific instruction, or completion of a research assignment. The accused shall be responsible for the payment of any required fees.
4. Disciplinary probation or exclusion from privileged or extracurricular activities.
5. Restitutions or reimbursement for damage or loss caused to others.
6. Forfeiture of academic credit.
7. Suspension or exclusion from classes and other privileges for a definite period of time.
8. Expulsion or termination of student status in the college community.
9. Any other sanctions as deemed appropriate by the Dean of Students.

All disciplinary sanctions will be reviewed by the Dean of Students and reported to Vice Chancellor of Student Affairs. Except under unusual circumstances (i.e. threat of personal safety or physical danger), dispositions resulting from informal hearings will not involve suspension or exclusion from classes or expulsion or termination of student status in the college community. Students under disciplinary suspension, exclusion, or expulsion are forbidden the use of college facilities during the term of their sanction. Disciplinary charges against a student or student organization alleging infraction of the rules and regulations of the

college may also subject such student or student organization to temporary sanctions by the Dean of Students, including suspension, pending the final disposition of the case, if the circumstances indicate that this is necessary to maintain the orderly operation of the college.

#### **E. CHEATING/PLAGIARISM**

Cheating includes any attempt to defraud, deceive or mislead the instructor in arriving at an honest grade assessment. Plagiarism is a form of cheating that involves presenting as one's own the ideas or work of another. Through course syllabi or course requirements, students will be informed of the cheating policy. The policy has been established by BRCC to insure due process in cases of cheating and plagiarism (See Appendix G: Academic Honesty Procedures).

#### **F. STANDARDS OF CONDUCT FOR USE OF BRCC COMPUTERS**

All users of the BRCC computer systems are subject to state and federal laws involving computer fraud, software piracy, etc. They are also prohibited from engaging in (1) academic dishonesty involving BRCC computer systems, (2) disruption and destruction of computer facilities and (3) violation of licenses and copyright agreements, BRCC policy and state or federal laws. Academic honesty is defined in the BRCC Student Conduct Code. Examples of this type of behavior involving computers include, but are not limited to:

- submitting the programs, documentation or program results of another person as your own;
- obtaining or attempting to obtain unauthorized access to information stored in electronic form;
- submitting false results of a program's output for a class assignment or falsifying the results of program execution for the purpose of improving a grade. The Computer Systems Protection Act outlaws certain accesses, alteration, damage, or destruction of any computer, computer system, computer network, computer software program or data.

All BRCC computer users are subject to the terms of that law. Under the terms of this law, it is the responsibility of the Academic Computing, Administrative Computing, and Network Services departments to report any violations involving computer systems for which they are

responsible. Examples of behavior disruptive or destructive to computer facilities involve the following:

- damaging or stealing college owned software; equipment or
- causing the display of false system messages;
- maliciously causing system slow-downs or rendering systems inoperable;
- gaining or attempting to gain access to accounts without proper authorization; and
- introducing viruses or worms into a system.

BRCC adheres to EDUCOM appropriate copyright policies. Most software used on BRCC computers is covered by copyright, license or non-disclosure agreements. Violation of these agreements puts BRCC and the individual in jeopardy of civil penalties. Examples of such violations include, but are not limited to:

- making copies of copyrighted or licensed software without proper authorization;
- using software in violation of copyright, license or non-disclosure agreements;
- using college computers for unauthorized private or commercial purposes.

## **G. INTERNET**

Internet usage in support of research and educational objectives is acceptable. Access to the internet does not imply automatic authorization to access any system connected to the internet, and unauthorized access to any internet-connected system is prohibited. Such unauthorized access is considered justification for termination of internet access privileges.

**Note:** Some sections of this document have been adapted or used with permission of the University of Nevada System Computing Services and Southern Tech.

## **H. DISPLAY OF NON-COLLEGE PUBLICATIONS**

As an institution of higher education, BRCC seeks to foster a “free marketplace of ideas” in support of the ideas written in our state and national constitutions. To that end, BRCC allows the display of non-college publications on its campus. The regulations contained herein in no way approve, disapprove, support, or fail to support the content of the publications included in this policy. The policy simply assists BRCC in the use and management of college facilities.