

# COLLEGE OF MICRONESIA-FSM

## BOARD POLICY No. 8100

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### Computer Software

Date Adopted: 21 May 2002  
Date Revised: 11 December 2009 ~~XX March 2018~~  
Date Reviewed: ~~28 May 2014~~ ~~XX March 2018~~

#### Definition

Computer software ("software") is defined as the instructions executed by a computer, as opposed to the physical device on which they run. Software includes but is not limited to operating systems (e.g. Microsoft Windows, Linux, MacOS), applications (e.g. Word, Excel, WebMail), and application source code.

#### Availability

~~All software installed on computers owned by the College of Micronesia-FSM must be vetted through the Information Technology Committee.~~

#### All Software Acquisitions

The installation any software on any College of Micronesia-FSM (COM-FSM) owned computer or mobile device must be vetted through the Office of Information Technology (IT), prior approval is required before installation.

#### Licensing and Installation

No software may be installed, copied, or used on college resources except as permitted by the terms of the license provided by the publisher of the software. Software subject to licensing must be properly licensed and all license provisions (installation, use, copying, number of concurrent users, etc.) must be ~~strictly~~ adhered to strictly.

~~Software available for use on computers at the College of Micronesia-FSM is protected by international copyright laws. Educational institutions are not exempt from the laws covering copyrights. The College will not engage in the illegal duplication of software. All original disks or license certificates are available for copyright and licensing verification.~~

All software provided by the COM-FSM will be ~~properly purchased~~ **legally owned**, including site licenses as applicable. Illegal copies of software may not be used on the college's computers. ~~Failure to comply with the usage restrictions contained in a software license or other agreement can result in personal liability and may result in disciplinary action.~~

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### **Copyright**

Software is protected by license agreement between the purchaser and the software author or owner. All software provided by the college for use by faculty, staff, and students must be used in strict compliance with the license or other agreement that specifies terms and conditions of its use.

~~The College of Micronesia-FSM has the responsibility to uphold all copyrights, laws governing access and use of information, and rules of organizations supplying information resources to members of the community (e.g., acceptable use policies for use of Internet).~~

### **Enforcement**

The improper use of computers and software creates system vulnerability to hostile elements which may compromise the integrity of network resources and systems. The prevention of these events is critical to the security of the institution. Individual employees that do not adhere to this policy may be subject to disciplinary action, up to and including dismissal.

See Administrative Procedure 8100