

Rule 29.01.03.T2 Incidental Computer Use



Approved: May 4, 2006
Revised: February 28, 2012
Next Scheduled Review: February 28, 2014

Rule Statement

Incidental personal use of computing resources at Tarleton State University is an exception to the general prohibition against the use of university equipment for anything other than official state business.

Reason for Rule

The purpose of this rule is to describe the exceptions to the general prohibition against use of university equipment for anything other than official state business.

Procedures and Responsibilities

1. Incidental personal use of computing resources facilitates the user's proficiency. Incidental Computer Use is defined as:
 - occasional use for personal purposes,
 - of minimal time and duration,
 - results in no additional cost to the university, and
 - must not interfere with assigned job responsibilities or be in violation of existing security/access rules.
2. Except in circumstances where incidental personal use of Tarleton computer resources for outside employment/consulting has been approved, incidental personal use shall not:
 - result in financial gain for the user,
 - be used for business purposes where the business is owned by the employee or the work is done for another business.
3. Personal use of university computing resources for consulting or outside employment, or which cannot be categorized as incidental use should be guided by [System Regulation 33.04.01, Use of System Resources for External Employment.](#)

Related Statutes, Policies, or Requirements

[System Policy 29.01 Information Resources](#)

[System Policy 33.04 Use of System Resources](#)

[System Regulation 33.04.01 Use of System Resources for External Employment](#)

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