Privacy and Ownership of Information

Dickinson College respects the privacy of its members. At the same time, electronic communications, including electronic mail, mailboxes, and the contents, (subject to the intellectual property policies of the College) created or stored on any College computer/network related equipment, are the sole property of the College. Computers and the campus network are provided to assist students and employees in the completion of their academic pursuits and job duties and to support the College's daily operations and long term goals.

LIS staffs do not monitor individual members of the college community except when the performance of the campus network indicates that an individual user is engaged in a prohibited activity or when directed to do so by the College’s legal counsel in the context of a law enforcement investigation.

Users are urged to use restraint when drafting email messages. Employees and students should use the same caution in drafting and transmitting email messages as they would when writing a formal memorandum. Always assume that messages will be saved and may be reviewed by someone other than the original addressee and that these messages can be subpoenaed by court order.

Related Information

History/Revision Information

Responsible Division/Office:
Effective Date:

**Last Amended Date:** November 1, 2011

Next Review Date:

Also Found In: