Virus and Spam Protection

All inbound e-mail traffic is scanned by an anti-virus and spam filtering product. That product will be configured to block e-mails that unambiguously contain spam and viruses. Given the possible risk of blocking legitimate e-mails, the filter will only block e-mails that unambiguously contain spam or which contain viruses. Other e-mails will be delivered to user e-mail accounts.

If staff or faculty prefers not to have the filter’s default settings manage inbound e-mail to control spam, either because those setting fail to manage spam to their satisfaction or because there is a desire to see all inbound e-mail, they may request LIS to supply them with a personal spam filter. Such users are strongly advised to attend a brief orientation to the filter and its settings. This filter will permit the user to configure and reconfigure their filter setting based on personal preference. The filter will also send a daily or weekly summary of filtered e-mail, depending on the preference of the user. It should be noted that e-mails containing viruses are blocked by the College spam filter and will not be delivered to user e-mail accounts regardless of how the individual spam filter is configured.

Inbound student e-mail will be managed by the College spam filter using its default settings. Separate guidance is provided to students in the Forms section of this policy.

Related Information

History/Revision Information

Responsible Division/Office:

Effective Date: March 13, 2011

Last Amended Date: November 1, 2011
Virus and Spam Protection

Next Review Date:

Also Found In: