

Overview of Draft IT Policies

1. Acceptable Use Policy for IT Resources

This policy outlines the acceptable use of University information and technology resources, which include, but are not limited to, equipment, software, networks, data, and stationary and mobile communication devices used to access Rutgers information and technology resources, whether the technology or devices are personally owned or owned, leased, or otherwise provided by Rutgers University.

2. Email and Calendar Policy

This policy outlines the standards for using the Email and Calendar services provided for Rutgers faculty, staff, guests and students. All email and calendaring used to conduct *University Business* at Rutgers, must be created, stored, processed and transmitted via the approved University email and calendar system, as defined in the Email and Calendaring System Guidelines.

3. Information Technology Privacy

This policy defines the rights, responsibilities, and expectations of the University and its employees regarding the conditions under which they may access *records* and monitor *record systems*. It also governs those circumstances where information stored on the university's information technology system may be accessed.

4. NetId and Email Account Provisioning/Deprovisioning Policy

This policy outlines the rules and regulations for provisioning and deprovisioning NetId and email accounts on the University systems.

5. NetId and Email Account Provisioning/Deprovisioning Standards

This document outlines the standards and protocols for provisioning and deprovisioning NetIds, and email accounts on the approved email and calendaring systems.