

Board Policy Document

STUDENT PERSONNEL

Series

Policy Title: ICN Room Use Regulation

Code Number: 1004.2

The ICN is a statewide telecommunications network designed primarily to enhance learning opportunities for students, employees and Board members. The District recognizes that it is not the only authorized user of the ICN and other users will frequently be using the District's ICN facilities. Sponsored and authorized users of the ICN must comply with State and Federal law in using the ICN.

The Region 12 ICN scheduler is responsible for coordinating ICN classroom use. Requests for use of the ICN classroom by employees for the educational program shall be filed with the Region 12 ICN scheduler (located at Western Iowa Tech Community College).

It shall be the responsibility of the entity using the ICN classroom to comply with the requirements of the law and District policy and its supporting administrative regulations.

1. The ICN is a limited access network and sponsored or authorized users cannot use the system for profit-making ventures.
2. The use must be consistent with the mission of the sponsored or authorized user.
3. Users cannot resell time on the ICN.
4. Sponsored and authorized users are responsible for compliance with the Americans with Disabilities Act and with the Iowa Civil Rights Act. Sponsored and authorized users are responsible for making the necessary accommodations and are responsible for obtaining and paying for needed interpreters or interpretive equipment.

First Adoption: April 27, 2009

Revision Adoption:

Legal Reference:

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5. Sponsored and authorized users are required to stay within the ICN classroom and use the most direct route to the ICN classroom. Other District facilities, sites, areas in a District building or equipment are off limits to the authorized users.
6. The District has the option to charge \$12.50 per hour for use of the ICN room; however, site fees may not be assessed for K-12 uses and users during the hours of 7:00 a.m. to 5:00 p.m., Monday through Friday.
7. The ICN will be available from 7:00 a.m. to 11:00 p.m., Monday through Friday, and 8:00 a.m. to 4:00 p.m. on Saturday.
8. The sponsored or authorized user is responsible for all site and site usage charges.
9. Food and drink are not permitted in the ICN room.
10. First time use of the ICN will require prior training and should be organized through the District ICN scheduler at 203-1067.
11. Use or transmission of copyrighted material, without prior approval of the copyright holder, is strictly prohibited. Appropriate use of the copyrighted material is the responsibility of the sponsored or authorized user, not the District.
12. The District reserves the right to amend these rules as necessary to reflect the ICN's usage and changes at the State or Federal level.
13. The District reserves the right to charge all costs, including attorneys' fees, which may arise to the authorized user of the sponsored or authorized user's failure to comply with the law, Board Policy and/or administrative regulations.