CORNELL UNIVERSITY
Cornell Institute for Social and Economic Research Policy

POLICY
Volume: DA

Responsible Executive: CISER Director of Information Technology

Responsible Office: Cornell Institute for Social and Economic Research

Originally Issued:
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CISER Terms of Use

POLICY STATEMENT

The use of CISER computing resources, including but not limited to, CISER Research, CRADC, or Data Archive.

Archive:

1. Users agree to adhere to any and all licensing requirements as stipulated by the provider of datasets held in the CISER Data archive.

2. CISER Data Archive non-public use files which require Cornell University authentication may not be distributed to anyone, other than direct affiliates with Cornell University (i.e. current faculty, staff, and student), or used for private consulting nor for non-academic research.

Computing Resources:

1. Our statistical software may not be used for private consulting or for non-academic research. Users may not distribute licensed software from our systems to themselves or for any other persons.

2. The CISER file server may not be used for personal e-mail, personal multi-media (e.g. audio, images, photos, video files), nor backup of your personal computers or non-research files.

Computing Accounts:

1. It is the responsibility of every CISER computing account holder to keep CISER appraised of any changes to the information provided in your account application, including change in affiliated faculty member, academic status, and your contact information.

2. Any files left on the CISER file server after an account has been closed will be made available to the affiliated faculty advisor if requested within 60-days of account expiration. Sixty-days after account closure data files will be deleted.

3. Users are responsible for complying with all applicable federal, state and local laws and must abide by Cornell University policies which are in line with generally accepted higher education policies. Any misuse of computing resources, proprietary software, and data violates the Cornell University Campus Code of Conduct and the Policy Regarding Abuse of Computers and Network Systems.

4. CISER reserves the right to disable a computing account immediately upon identification of possible misuse of any CISER services. Account termination will occur if misuse is confirmed through proper authorities, and no reinstatement will be allowed.

5. By applying for an account and using CISER computing resources, you acknowledge all of the policies above and agree to adhere to them.

REASON FOR POLICY

To ensure that CISER users understand their obligations in relation to use and misuse of data and associated services provided by CISER.

ENTITIES AFFECTED BY THIS POLICY

CISER Users

WHO SHOULD READ THIS POLICY

All users of CISER services, including but not limited to students, faculty, alumni, and researchers at Cornell University, as well as external affiliates.

Related Documents

Cornell University Policy Library
https://www.dfa.cornell.edu/tools-library

Cornell University Campus Code of Conduct
https://www.dfa.cornell.edu/tools-library/policies/campus-code-conduct

Cornell University Policy Regarding Abuse of Computers and Network Systems
http://www.it.cornell.edu/policies/university/privacy/abuse/index.cfm

Contacts

If you have questions about specific issues regarding this CISER Systems Use Policy, call the following offices:

William Block	block@cornell.edu	CRADC Director	607-255-9026
Janet Heslop	jheslop@cornell.edu	Director of Information Technology	607-255-8531

Responsibilities

The following are major responsibilities each party has in connection with this policy.

CRADC Director of Information Technology	Implement operational, physical, and technical equipment and tools to facilitate compliance.
CISER Users	Responsible for understanding obligations and complying with this policy.

Any employee found to have violated this policy may be subject to disciplinary action, up to and including termination of employment.