

Revised April, 2008
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World Wide Web (WWW or Web) Resources Policy

Web Policy Purpose and Authority

The World Wide Web is an important communication medium, and its use as a means of supporting and fulfilling the mission and official work of Florida Gulf Coast University (FGCU) is encouraged. This policy statement therefore is intended to support appropriate and effective use of FGCU Web resources. Policies and practices associated with FGCU Web resources are not intended to abridge academic freedom or constitutional guarantees of free speech.

Policy development and interpretation regarding the use of FGCU Web Site resources is the responsibility of the Department of Web, e-Learning, and Publication Services. The Department of Web, e-Learning, and Publication Services has the responsibility for monitoring the overall appearance of and navigational systems for the FGCU web site and for ensuring its continued development and improvement.

FGCU Web Resources Acceptable Use

FGCU Web Site resources are used only for the dissemination of information or communications related to an individual's university role and responsibilities; the provision of information about university departments, programs, events, services, and/or activities; and the facilitation of instructional and scholarly activities, student services, and university business transactions.

Generally the University does not host web sites for non-University groups or organizations, unless the site can legitimately carry the logo of both FGCU and the external group. The University will not host a web site for any for-profit group or enterprise.

Any FGCU Web resource must be consistent with Florida Gulf Coast University policies and local, state, and federal laws. This includes links to other pages or computers. That is, a page may be considered in violation if it contains links to a page that violates these policies or laws.

Design and Content Standards

All FGCU Web resources must be compliant with state, federal, and local laws. Information offered by an entity identified with the University should meet the community standards for "good taste" and accuracy. Personal opinions should be clearly labeled as such, and advertisements for personal gain are not allowed.

All FGCU web pages must comply with the policies set forth in this document, the FGCU Web Resources Design Standards, the Requirements for Submission, Maintenance, and Review of FGCU Web Materials, and the FGCU Identity Guidelines. When requested, units or individuals must deactivate links to material that violates any law or policy or procedure represented in these documents.

In order to support the information and educational needs of persons with disabilities, all FGCU information delivered through the Web must be made compliant to Section 508 of the Rehabilitation Act, §1194.22 (<http://www.section508.gov/index.cfm?&FuseAction=Content&ID=12#Web>). Contact the Director of Web, e-Learning, and Publication Services for more information.

Copyright

All copyright laws apply to electronic pages and therefore permission must be obtained to publish information, graphics or photographs that are not original material.

The Florida Gulf Coast University (FGCU) Web site is considered an official publication and communication tool of FGCU. All text and photographs appearing on the Home Page or subsequent pages linked to it are copyright FGCU and unless otherwise stated should not be reproduced without written permission from the Office Community Relations and Marketing.

The FGCU Home Page

There is one FGCU Home Page. This page includes references, or links, to home pages created and supported by University colleges, departments, administrative areas, major student organizations, and faculty and/or staff groups. Any party or group who desires a presence on and direct link from the FGCU home page or second-level pages must make a request to the Director of Web, e-Learning, and Publication Services.

Web Sites of Colleges, Departments, Administrative Units and University Recognized Groups

Any authorized FGCU organizational unit or group may establish a Web site. The administrative head of the department, unit, or group is responsible for the creation of these sites, compliance with all applicable standards and policies, and the accuracy and timeliness of information contained therein.

Course-Specific Web Sites

It is academic policy that all courses have a web presence in the form of an online syllabus. To satisfy this policy, the Office of Enrollment Services provides an on-line Syllabus Wizard for creating a standardized online course syllabus for publication through the FGCU web site. Additional course resources may be linked from the syllabus page and, if password protected, need not be constrained by a particular university format. Instructional design and technical assistance is provided to assist faculty in developing and delivering on-line course material.

Home Pages of Individuals

Individual faculty, staff, and students may use FGCU Web resources to publish a home page that contains information pertinent to one's university role(s) and responsibility(ies). Home pages representing an individual are the sole responsibility of the individual author and must begin with a disclaimer that reads: "The views and opinions expressed in this page are strictly those of the page author and in no way represent those of Florida Gulf Coast University or the State University System of Florida.

Advertising on University Web space

Advertising or promoting information about a person or entity's product, services or facilities that goes beyond mere acknowledgment of support to the University is prohibited. Within a department, college, or

other FGCU Web site, recognition and acknowledgement of support is restricted to an area of the Web site that is clearly identified as “Sponsorship Recognition”, “Sponsors”, “Support our Sponsors”, or similar.