

# Women's Christian College



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An Autonomous Institution affiliated to the University of Madras

Re-accredited by NAAC in 2019 with Grade A+

College with Potential for Excellence



*Dr. Lilian I Jasper, M.A., M.Phil., Ph.D.*

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*Principal & Secretary*

## Information Technology Policy

Women's Christian College, Chennai has a policy that governs the use, privacy and security of its Computer systems, Databases, Networks and Information resources. The users namely faculty, administrative staff and students are required to adhere to the policy relating to the ownership, registration of IT resources, acceptable use and disposal of e-waste. The primary purpose of IT resources being academic, users are responsible for maintaining confidentiality of material stored in the devices and must exercise discretion regarding personal use of these resources. WCC reserves the right to audit networks and equipment on a periodic basis to ensure compliance with this policy. Sharing or hosting material that is objectionable or illegal in any form is not permitted and will attract appropriate penalties and initiate disciplinary action or will be referred to cybercrime cell for legal action. Any hardware or software purchased must be registered in the campus asset management system before it becomes functional. Condemned hardware must be checked and approved by authorized technical staff of the college before handing over to certified e-waste recyclers. Users joining the institution will be assigned unique user name and password for using these resources and their account will be disabled when they leave the institution.

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