Effective Date	*DRAFT – 30 Day Campus Review*
Policy Number	*TBD*
Sponsor	*Betty Gossett, Vice President, UA*
Responsible Office	*Marketing and Communications*
Next Review Date	*TBD*

I.   REASON FOR POLICY

To ensure that our public websites meet the current web standards and requirements for accurate content, web accessibility, marketing needs, and consistent university identity.

This policy will replace section Ⅴ. D. of the Computer and Network Usage Policy.

II.   POLICY STATEMENT

1. <u>Official Fredonia Websites</u>
    a. The official Fredonia website, which begins at the home page www.fredonia.edu, is a volume of documents available from several servers, created by diverse authors which, as linked, represents the university as an official publication.
    b. All departmental web pages are part of the official university website and are screened, monitored, coordinated, supervised, and controlled by the university web team, who retain the right to edit the pages.
    c. All official university web pages must follow current Website Standards (https://www.fredonia.edu/web-standards) set by the university web team or any overriding authority such as SUNY, New York State, or U.S. federal government.
    d. Except that access is gained by request, website user responsibilities and access policies are the same as those under Section Ⅴ. of the Computer and Network Usage Policy.
    e. All personal and official web pages will be free of content articulated in Section Ⅴ. of the Computer and Network Usage Policy, in addition to pornography, hate speech, and non-university sponsored e-commerce.
    f. When a violation of these policies occurs, Fredonia reserves the right to remove any and all contents in any files or folders on the website without advance notice or consultation, and to revoke website permissions to any authorized user.
    g. Incidences of violations found by the Web Team may be reported to appropriate university authorities.

h. All university-affiliated groups (including student groups) who select external web services will be responsible for overseeing and maintaining quality control procedures and meeting the Website Standards (https://www.fredonia.edu/web-standards) set by the university Web Team or any overriding authority such as SUNY, New York State, or U.S. federal government.

i. External developers, without a current, formal or direct affiliation with the university, will not be authorized to possess individual accounts on the university's website.

j. Department web publishers are responsible for the content of the pages they publish on the university website and are expected to abide by the highest standards of quality and responsibility. Content must be relevant to the university. Web publishers are required to comply with all Fredonia university policies, as well as all local, state, and federal laws concerning appropriate use of computers and the Internet.

2. <u>Personal Web Pages</u>

a. Faculty and students are permitted to maintain their own web pages on university-provided public web services. Personal web pages may not be used for personal profit, nor to violate copyright, pornography or any other state or federal laws. The university reserves the right to monitor all university-affiliated web content and remove any personal web pages or files it determines have violated any of the policies. In addition, failure to comply with computing policies could, in some cases, lead to disciplinary action or criminal prosecution.

III. RELATED DOCUMENTS, FORMS AND TOOLS

a. Computer and Network Usage Policy
b. Website Standards

IV. DEFINITIONS

TERM	DEFINITION
Term	Definition
Accessibility	Set of mandatory federal and state web standards needed to provide full access and a complete user experience to visitors with visual, auditory, and other impairments. Alternative text descriptions for images and subtitles for videos are just two examples of required web accessibility features.
Web Publishers	Group of authorized website users who have permission to edit and update pages on an official public campus website.
Web Team	Group of authorized website users who have the primary responsibility and administrator permissions to manage all aspects of the official public campus websites.

V.   CONTACT & ENFORCEMENT

ROLE	CONTACT	PHONE	EMAIL - Website
Responsible Office	Marketing and Communications	(716) 673-3323	webteam@fredonia.edu
Enforcement	Web Team	(716) 673-3323	webteam@fredonia.edu
Policy	University Policy Office	(716) 673-4828	policy@fredonia.edu policy.fredonia.edu