

Policy 500.5 – Telecommunications

Date Adopted: 8/26/88
Date Revised: 7/6/09
References: 2.13.102 ARM

Issuing Office: Administration & Finance
Approved By:

I. POLICY

The University of Montana-Western provides telecommunications services as part of the State of Montana telecommunications systems.

II. PURPOSE

The purpose of this policy is to provide guidelines for use of the campus telecommunications system as provided by the State of Montana.

III. PROCEDURES

2.13.102 USE OF THE STATE'S TELECOMMUNICATION SYSTEMS (1) The facilities of the state's telecommunications systems are provided principally for the conduct of state business. In addition to state business, the state's telecommunications systems may be used by:

1. local political subdivisions of the state, for the conduct of their business;
2. residents in housing of the Montana university system, for their calls originating on the university system campuses; and
3. state employees and officials for local and long distance calls to latch-key children, teachers, doctors, day-care centers and baby sitters, to family members to inform them of unexpected schedule changes, and for other essential personal business. The use of the state's telecommunication systems for essential personal business must be kept to a minimum, and not interfere with the conduct of state business. Essential personal long distance calls must be either collect, charged to a third party nonstate number, or charged to a personal credit card.

IV. AUTHORITY

2.13.102 ARM

V. RESPONSIBILITY

Vice Chancellor for Administration & Finance/Student Affairs, Director of ITS