

TRITON COLLEGE BOARD POLICY

**BOARD OF TRUSTEES, DISTRICT 504**

**BUSINESS SERVICES**

**USE OF ON CAMPUS COLLEGE  
OFFICE EQUIPMENT**

**POLICY 3516  
ADOPTED: 12/18/90  
AMENDED: 11/20/01**

Office related equipment throughout the college is for official use only. Use of telephones, fax machines, computers, etc. is restricted to college business. Office equipment shall not be used for personal reasons either by students or employees.