

# Kalamazoo College Computer Virus Policy

To prevent computer viruses spreading within the Kalamazoo College Network, all computers connected to the Kalamazoo College Network are **required** to have a current, up-to-date antivirus application installed. This requirement includes **all** computers whether they be student-owned, faculty- or staff-owned, or college-owned computers.

## Student Computers

Beginning in September 2004, Kalamazoo College provides all students with a version of Symantec AntiVirus software paid for by the College. The software, subscriptions and definition updates are provided at no cost to students (see "Additional Information for Students" below for installation instructions). This license is valid only while the student is enrolled at Kalamazoo College. If the student graduates or withdraws from the College, they must remove this version of Symantec AntiVirus from their computer and should replace it with a personally purchased AntiVirus program.

If it is determined that a student computer has a virus and it does not have an antivirus program installed, its antivirus subscription has expired or its virus definitions are more than a month out of date, the computer's network port(s) will be disabled without warning and a \$100.00 fee will be assessed to the computer owner's College account. The network port(s) will remain disabled until the virus is verified removed by a member of Information Services or a Residential Computer Consultant (RCC). If an infected computer is connected to another network port before it is verified as free of viruses, that port will also be disabled until the system has been cleaned.

## Computers Maintained by Information Services

All computers maintained by Information Services have Symantec AntiVirus Corporate Edition pre-installed. This software is centrally managed and virus definitions are updated automatically. All college computers are also automatically scanned for viruses once a week, typically at noon on Mondays.

If a computer maintained by Information Services becomes infected with a virus, it may be necessary to remove the computer from the network (possibly by disabling the computer's network port) until Information Services personnel can clean the computer. If you suspect your computer is infected, please unplug it from the network port and call the Information Services Help Desk at x5800.

## Other Computers

Other computers such as faculty or staff personal computers or college owned computers not maintained by Information Services must also have up-to-date antivirus software installed. It is the responsibility of the person or department owning the system to purchase and maintain this software.

If it is determined that a computer has a virus and it does not have an antivirus program installed, its antivirus subscription has expired or its virus definitions are more than a month out of date, the computer's network port(s) will be disabled without warning until Information Services personnel can verify the computer has been cleaned of all viruses and a \$100.00 fee will be assessed to the computer owner's. Any assessed fees cannot be paid with institutional funds.

## Additional Information for Students

Students can install Symantec AntiVirus software from the "Welcome to K-College" CD provided at first-year orientation (beginning September 2004) or from the ResNet server directory found at \\dragon\Open\_Install\SAVCE. The RCC in each building will be available to assist in the installation of this software if needed.

New PCs usually come pre-installed with a trial version of antivirus software; typically after 90 days this trial period expires, the software no longer updates and your computer is vulnerable to viruses.

If you have an antivirus package installed on your system already, please ensure that your subscription is current and active in order to protect your system from viruses. If your subscription has expired, either follow the manufacturer's procedure for purchasing a subscription renewal or uninstall your current software and install the provided Symantec AntiVirus package.