



TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER EL PASO

Operating Policy and Procedure

HSCEP OP: 56.01, **10. DISCIPLINARY PROCESS**

PURPOSE:

REVIEW:

POLICY/PROCEDURE:

1. Open access to TTUHSC El Paso information technology resources is a privilege subject to appropriate use. Observation of a violation of the policies contained herein will be reported to the appropriate departmental administrator and/or to the CIO, Director of Technology Services, Director of Information Services, and Managing Director of Human Resources.
2. The Information Technology Division shall investigate and review all complaints or instances of unacceptable use brought to its attention. Suspected or known misuse of information technology resources may, pending the result of a thorough investigation, result in, but are not limited to, the following disciplinary actions:
 1. Temporary/permanent revocation of user privileges.
 2. Suspension/dismissal from the Institution (regardless of any employment contract or tenure status).
 3. Restitution for damages.
 4. Prosecution under all applicable statutes.
5. Any restrictive and/or disciplinary actions taken by TTUHSC at El Paso authorities will be in accordance with guidelines and procedures set forth in Institution policies, codes, or laws. See HSC OP's [70.31](#) and [77.05](#) and the [Student Affairs Handbook](#) for more information.
6. In addition to this policy, all existing Federal, State, and Institution laws, regulations, and policies apply, including not only those laws and regulations that are specific to computers and networks, but also those that apply to personal conduct.