

Los Angeles City College Administrative Services 'How To' Book	Information Technology Department	IV G-3
How Do I Know the College Communication and Privacy Policies?		

A. How do I Know

How do I know the College Communication and Privacy policies?

1. Due to the nature of the technology and the public character of the District's business, there is no guarantee that a user's files, account and/or electronic mail are private. Documents created and/or stored on District computers and networks may be considered public records, subject to disclosure under the Public Records Act or other laws or as a result of litigation. While the District does not routinely monitor computer files, e-mail or Internet use, the District reserves the right to examine material stored on or transmitted through its computing facilities as it deems necessary.
2. Users are warned that they may encounter material which may be considered offensive or objectionable in nature or content. If a user alleges that a District rule or policy has been violated, he or she may initiate action through the applicable grievance or complaint procedure. **Reference: Administrative Regulations B-27.**
http://www.laccd.edu/admin_regs/