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ADMINISTRATIVE RULE

Rule Number/Name:	080.003.000 – Remote Systems Access
Responsible Department:	Information Technology Services
Authority:	Executive Director of Infrastructure

Overview

Columbia Gorge Community College (CGCC) is committed to providing staff & faculty excellent remote access to electronic communication services (ECS). Information Technology Services (ITS) fulfills this commitment by providing remote access to network accounts. Remote access provides staff & faculty remote access to a full Windows desktop. Once attached to the desktop, the user has access to all network files, print, and various services.

Applicability

As approved, for those who have acquired a CGCC network user account or by special exception.

Administrative Rule Statement

Remote access to the College's ECS is available to staff and faculty with Supervisor approval.

Non-CGCC employees can be granted remote access by the President.

The Information Technology Services department is the only department authorized to fulfill remote access accounts.

Considerations should be made by the access requestor's supervising staff, as accessing college system remotely could be considered work time.

Remote accounts can be disabled without notice.

Definitions

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Columbia Gorge Community College is an equal opportunity educator and employer.

1. *Remote access*: Accessing CGCC ECS by any other means besides direct connection via a computer workstation.

Interpretation of Administrative Rule

Executive Director of Infrastructure

Cross Reference to Related Administrative Rules

1. CGCC Administrative Rule 080.001.000 – Electronic Information Resources and Internet Usage Policy

Further Information

Executive Director of Infrastructure

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