

# NHCC MOBILE APP GUIDELINES

The purpose of this document is to establish appropriate guidelines for students, staff, faculty, and administrators utilizing the North Hennepin Community College (NHCC) Mobile Apps. North Hennepin Community College uses a mobile apps to supplement traditional student communications and engagement efforts. The guidelines outlined in this document are valid for all mobile apps communications, postings and interactions produced by NHCC students, staff, faculty, and administrators.

The guidelines for the personal use of the NHCC Mobile Apps is not intended to and does not limit the NHCC community members' rights to engage in protected communications, postings and interactions related to North Hennepin Community College.

## **DEFINITION**

- **Mobile Apps:** Mobile apps is a native application that is built for specific mobile devices. The software and related content is downloaded to a device, but additional content may still be accessed via a network connection. The benefit of an apps is to provide an alternative platform for NHCC students, staff and faculty to communicate and interact with each other.

## **GUIDELINES FOR NHCC STUDENTS POSTING ON COLLEGE MOBILE APPS**

### **Do No Harm**

Let your mobile apps social networking do no harm to North Hennepin Community College or to yourself. NHCC:

- Does not use or allow content, images, or language that disparages, promotes, fosters or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, physical or mental disability, sexual orientation, national or ethnic origin, age, status as a veteran, or any other classifications protected by local, state, or federal law;
- Does not use or allow sexual content or links to sexual content
- Does not use or allow conduct or encouragement of illegal, harmful or offensive activity;
- Does not use or allow profanity, or placeholders of profanity, in posts or their equivalent;
- Encourages reasonable dialogue and civil discourse that offers a balanced perspective and multiple points of view;
- Does not allow comments that are personal attacks on members of the NHCC community;
- Reserves the right to take down and report to relevant authorities posts that we deem hateful, inappropriate, threatening to oneself or others, or misleading;
- Reserves the right to take down and report to the relevant authorities posts that are determined to be inappropriate, in poor taste, or otherwise contrary to the purposes of this forum, in the sole discretion of North Hennepin Community College.

### **Think Before You Post**

You are personally responsible for the content you publish on the NHCC Mobile Apps. Your actions and statements have the ability to affect you and others at NHCC. Please keep in mind that posts on Mobile Apps may be replicated quickly, be taken out of context, and will remain public for an indeterminate amount of time. If the content of your message would not be acceptable for face-to-face conversation, over the telephone, or in another medium, it will not be acceptable for the mobile apps. Ask yourself, would I want to see this published in the newspaper or posted on a billboard tomorrow or 10 years from now?

**Be a Valued Member**

If you join the NHCC Mobile Apps, make sure you are contributing valuable insights. Don't take over the discussion and redirect by posting self/organizational-promoting information. Self-promoting behavior is viewed negatively and can lead to you being banned from the mobile apps.

**Protect Your Identity**

Don't list your home address, telephone number and/or any other personal information on the mobile apps.

**Treat Others with Respect and Dignity**

Do not post confidential or proprietary information about NHCC, its students, faculty, staff and/or administrators. Do not discuss a situation involving named or pictured North Hennepin Community College community members on the mobile apps without their permission.

**No Endorsements**

Avoid engaging in behavior that could raise actual or apparent conflicts of interest and conflicts of commitment on social networks. Those activities include, among others, using the mobile apps for personal gain (e.g., using mobile apps to enhance or endorse personal communications or personal social media profiles); using confidential or privileged information acquired in connection with the individual's college-supported activities for personal gain (e.g., sharing nonpublic information through a college or personal social media profile); soliciting and/or accepting donations or gifts from other NHCC community members (e.g., gofundme request) on behalf of one's self. Student Senate can endorse themselves during Senate elections and utilize the mobile app as a campaign platform as long as the candidates are being respectful and following election guidelines.

Note: In accordance with Minnesota State Board Policy and Procedure 3.6 and 3.6.1, NHCC staff, faculty and administrators cannot endorse or promote any product, political party, candidate or cause.

**Buy and Sell**

In addition, any postings regarding the selling or purchasing of an item that violates any NHCC policy will be removed (e.g. vape pens, weapons, etc...).

**Escalate Serious Issues**

If you identify issues related to health, safety, or security while using the NHCC Mobile Apps, bring them to the attention of the appropriate resource within the college immediately. Information security issues should be addressed to Julio Vargas-Essex, Vice President of Student Success at [jvargas-essex@nhcc.edu](mailto:jvargas-essex@nhcc.edu). If you become aware of material online that prompts concerns about student health or safety or that someone in the NHCC community may present a danger to themselves or others, you should contact Public Safety at 763-424-0807.

**Process for Removing Posts**

If NHCC identifies a posting which may be deemed inappropriate, that posting will be removed and the individual who posted the inappropriate message will be contacted by a NHCC staff member with rationale on why the posting was removed. The posting will be reviewed and a decision will be rendered regarding whether or not it will be permanently removed.

North Hennepin Community College (NHCC) strives to provide a positive, welcoming atmosphere that supports teaching and learning. As members of the college community, all students are expected to conduct themselves in a manner consistent with norms of behavior as stated in this policy and Minnesota State Board Policy and Procedure 3.6 and 3.6.1. Consistent with this purpose, intentional efforts are made to foster the personal, social, and ethical development of those students whose behavior is in conflict with College expectations.

**Monitoring**

Please allow up to 48 hours for responses to all inappropriate messages posted on evenings and weekends.