

Guidelines for Bowdoin College Student Organization Web Sites

The College encourages the development of Web pages that explain the mission of student organizations, and provide contact and other pertinent information to members of the Bowdoin community and the public. Student organizations -- including intercollegiate athletic teams and club sport teams -- are free to design their own pages. Those requiring assistance should contact the Cyber Technology Center (CTC). CTC staff can provide startup templates matching the design of www.bowdoin.edu for those not wishing to create their own design. For more information, please contact Tad Macy at x3043 (macy@bowdoin.edu).

The College requests that student adhere to the following guidelines:

- 1.) Student organization Web sites should reside on a server sanctioned by Computing and Information Services (CIS) and/or the Information Technology Committee (ITC).
- 2.) Student organization Web sites must include on each page a link back to the Bowdoin home page (www.bowdoin.edu) and/or the Student Life sub-home page (www.bowdoin.edu/studentlife/). Unofficial pages created and maintained independently by intercollegiate athletic teams and/or club sport teams must include on each page a link back to the official team or club page on www.bowdoin.edu.
- 3.) Student organizations must provide and maintain the following information to the Student Activities Office:
 - purpose of the Web site
 - name and contact information for site manager(s), including contact information for the academic year, vacations, and summer break
- 4.) During prolonged periods of inactivity (e.g., summer break), each student organization Web site must include an advisory noting the last date on which the site was updated and a projected date for its next update.
- 5.) All student organization Web sites must comply with the College's Information Technology Use Policy (<http://www.bowdoin.edu/cis/policies>) and with applicable copyright law.

The College reserves the right to disable sites without notice that do not comply with the above guidelines.