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**SUBJECT: WEB SERVICES**

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- I. PURPOSE:** To govern all activity on Southern Utah University's web pages
- II. REFERENCES:**
- SUU Policy and Procedures, Computing, Internet Use, and Network Security, 5.2
- Southern Utah University web style guide located at [www.suu.edu/it/webdev/styleguide/](http://www.suu.edu/it/webdev/styleguide/)
- University trademark style guide located at [www.suu.edu/styleguide/](http://www.suu.edu/styleguide/)
- III. POLICY:**
- A. This policy governs all sites appearing on the World Wide Web from Southern Utah University.
  - B. Web sites must comply with all copyright laws of the United States, all other applicable local, state, and federal laws, and applicable policies (including but not limited to [Policy 5.2: Computing, Internet Use, and Network Security](#)), rules and guidelines of Southern Utah University, including those defined below.
  - C. All web sites will adhere to the standards set forth in the Southern Utah University web style guide at [www.suu.edu/it/webdev/styleguide/](http://www.suu.edu/it/webdev/styleguide/).
  - D. Any unit wishing to conduct web-based commercial activity, including receipt of online credit card payments, must receive instructions from Web Services and permission from SUU Cashier to ensure proper security and receipting procedures are being followed.
  - E. Links to commercial entities must be related to the University's mission of instruction, service and research and must not imply endorsement by the University.
  - F. All names used to represent the University must be official names recognized by the Director of University Relations and can be found in the trademark style guide ([www.suu.edu/styleguide/](http://www.suu.edu/styleguide/)).
  - G. All University entities with a web presence will have a designated Web Liaison, as assigned by their respective vice-president/provost, to serve as a contact with Web Services.
  - H. Web Liaisons are responsible for factually accurate content, high editorial standards, and timeliness of information.
  - I. Web Services and the Web Advisory Committee have the authority to approve, disapprove, or modify all design and development of materials on SUU web servers. The creation of unique domain names associated with SUU must receive prior approval from the Web Advisory Committee.



**SOUTHERN UTAH UNIVERSITY**  
**Policies and Procedures**

**Policy # 5.55**  
**Date Approved:10/10/03**  
**Date Amended:**  
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- J. Any questions, comments, or suggestions concerning this policy should be addressed to [Web Services \(webservices@suu.edu\)](mailto:webservices@suu.edu).