



LIBRARY SOCIAL MEDIA POLICY

This policy defines acceptable use parameters of social media for all users and administrators of the University Library.

Use of social media resources by the University Library complements the mission of the Library by helping to ensure high quality customer service. For purposes of this Policy, social media are defined as any Web-based application, site, software, or account created and maintained by the Georgia State University Library which facilitates an environment for library staff and library users to share information about library related subjects/issues.

The Georgia State University Library welcomes relevant comments but reserves the right (but is not obligated) to remove postings that (1) are obscene, racist, derogatory, or of a similar nature; (2) are personal attacks, insults, or legitimate threats to safety; (3) violate the intellectual property rights of the University or of any third party; (4) are commercial promotions or spam; (5) cannot be translated into English by way of any free online translation service; (6) advocate illegal activity; or (7) violate any local, state, or federal law. Georgia State University Library is not responsible or liable for content posted by subscribers in any forum, message board, or other social media resource, and such subscriber comments do not reflect the opinions and/or positions of Georgia State University, Georgia State University Library, its administrators, or its employees.

By posting any content on a University Library approved social media account, including the use of recognized University Library branded hashtags, the University Library is granted the irrevocable non-exclusive rights to reproduce, distribute, publish, and display such content, and the right to create derivative works from the content, edit or modify such content and use such content for any University Library purposes.

Authorization to present a social media account as an official Georgia State University – University Library account must come from the University Library Administration.

University Library Facebook accounts must have the following disclaimer included in the page description:

Posts and other content specifically added by administrators of the [approved name] Facebook page (as the page) are official University Library content. Opinions expressed by other Facebook users including other University Library employees do not necessarily reflect the opinion of the University Library. Unless authorized to speak on behalf of the University Library, they are representing themselves. User provided content is not screened or evaluated during the submission process. Users are expected to abide by applicable laws, regulations, rules and policies of Facebook's Code of Conduct and the University Library's Social Media Policy. We reserve the

right to remove content. We encourage users to report content that violates Facebook's Code of Conduct and/or the University Library Social Media Policy. If you have any questions or concerns about the content on this Facebook page, please contact (email address). The full University Library Social Media Policy can be viewed at <https://library.gsu.edu/home/about-the-library/about/policies/>

Current University faculty, staff, and students' activities on social media resources are subject to the University's Student Code of Conduct and Administrative Policies and Procedures and Information Systems Use Policies, as may be applicable, and failure to abide by such applicable policies and procedures may lead to discipline, up to and including, termination of employment.

Developed by Learning Commons. Reviewed by Library Administrative Council 9/9/08 and 12/02/18. Reviewed By Georgia State Legal Affairs, Approved by Library Administrative Council 01/13/09. Reviewed by Georgia State Legal Affairs 2/15/12. Revision approved by Library Administrative Council 8/21/18