

NOTICE OF ELECTRONIC MONITORING
PURSUANT TO NY CIVIL RIGHTS LAW § 52-C

Union College (“College”) is committed to maintaining a transparent, fair, and secure workplace. Employees are hereby advised **that any and all telephone conversations or transmissions, electronic mail or transmissions, or internet access or usage by an employee by any electronic device or system, including but not limited to the use of a computer, telephone, wire, radio or electromagnetic, photoelectronic or photo-optical systems (“Employee Activity”), may be subject to monitoring at any and all times and by any lawful means.** Although the College has the ability and right to monitor Employee Activity, no individual is actively monitoring such activities, unless required for a particular purpose.

Personal devices used for College business pursuant to College policy may be monitored or intercepted to the extent such device is used for any Employee Activity. Such devices include but are not limited to College-owned devices, as well as personal devices, internet access provided by the College (including WiFi), email accounts, computers, servers, and networks (“College IT Resources”). Monitoring activities can be for any lawful purposes, including but not limited to investigations, system maintenance, quality control, continuity of operations, and training purposes. The College reserves the right to monitor Employee Activity via technology systems at any time in compliance with the law.

Questions regarding this posting can be directed to Human Resources.