

Glasgow Kelvin College

Board of Management Meeting of 10 June 2026

ICT Acceptable Use Policy

Report by Assistant Principal, Digital and Information Systems

1. Introduction

The ICT Acceptable Use Policy (AUP) sets out the expectations for the appropriate and secure use of Glasgow Kelvin College's ICT systems, digital services and data by staff, students and other authorised users. It supports the College's ICT Security Policy and Information Security Framework by defining user behaviour requirement.

The policy has been fully reviewed to ensure it reflects modern working practices, including increased use of cloud services, hybrid working, and the emergence of artificial intelligence (AI), while maintaining alignment with national cyber security guidance and sector obligations.

The policy was endorsed by the Finance and Resources Committee on 27 May 2026 prior to submission to the Board of Management for final approval. The Committee provided feedback to strengthen clarity and enforceability within the Artificial Intelligence section (10.2), specifically regarding the use of public AI services. This feedback has been addressed in the revised wording included at Appendix 1.

The updated ICT Acceptable Use Policy is provided at **Appendix 1**.

2. Summary of Changes to the Policy

The policy has been substantially revised to adopt a clearer, principles-based structure focused on user behaviour. It removes duplication with the ICT Security Policy and Information Security Framework and clarifies the role of the AUP within the College's wider governance framework.

Key updates include improved alignment with modern digital working practices, the introduction of a dedicated section on the responsible use of Artificial Intelligence (AI), clearer definitions of acceptable and unacceptable use, and strengthened alignment with National Cyber Security Centre (NCSC) guidance.

These changes improve clarity, consistency and governance, supporting the College's overall cyber resilience while maintaining the underlying intent of the existing policy

3. Resource Implications

No resource implications are identified as a consequence of this report.

4. Impact on students

The revised policy is clearer and more accessible for students, particularly in relation to:

- acceptable online behaviour
- use of AI in learning and assessment
- safeguarding and privacy expectations

No adverse impact on students has been identified.

5. Equalities

There are no equality implications arising directly from this report. The policy explicitly recognises assistive technologies and supports inclusive access to digital systems.

6. Risk and Assurance

The updated policy does not introduce new risks. Instead, it strengthens assurance by:

- clarifying user responsibilities
- aligning behaviour expectations with national guidance
- ensuring consistency with the ICT Security Policy and Information Security Framework

This improves the College's overall cyber resilience and governance posture.

7. Data Protection

No adverse data protection impacts have been identified. The revised policy reinforces existing data protection obligations and supports compliance with GDPR through clear reporting and handling expectations.

8. Environmental and Sustainability

There are no environmental and sustainability implications arising from this report.

9. Recommendations

Members are recommended to:

- i) note the content of this report and its appendices.
- ii) approve the updated ICT Acceptable Use Policy at **Appendix 1**.

10. Further Information

Members can obtain additional information on the contents of this report from Jason Quinn, Assistant Principal, Digital and Information Services, jquinn@glasgowkelvin.ac.uk.

Jason Quinn, Assistant Principal, Digital and Information Services, May 2026