

Social Media Policy

FPCC IT Department 2025



Fort Peck Community College

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Section I – General Principles

FPCC has developed policies and guidelines for official and personal use of social media. These policies and guidelines apply to FPCC faculty and staff and can be used in connection with social media accounts associated with departments, offices, centers, and athletic teams. A special set of policies and guidelines has been designed with student organizations in mind.

Section II – Guidelines

Departments and offices should not launch new social media accounts, including YouTube accounts without IT approval. If you feel your goal or situation might qualify, you must contact the contact the FPCC IT department or fill out a IT work order from this link [IT Work Order Form – Fort Peck Community College](#).

Access to FPCC social media accounts is administered by the FPCC IT Department. Accounts must be used in accordance with IT directives and platform rules.

Accounts launched without approval or that have been unactive in excess of one year may be subject to a deactivation request.

If you have been approved, these guidelines provide detailed information on account naming conventions, FPCC logo usage, and the culture, logistics, and best practices of specific social media websites.

Users must:

- Use accounts only for authorized FPCC-related purposes
- Post only content approved or appropriate for public audiences
- Follow copyright, trademark, and licensing rules
- Respect resource limitations and avoid disruptive behavior
- Support FPCC's mission and values when posting on official channels

Section III Prohibited use

- The following actions are prohibited on FPCC-affiliated social media accounts:
- Using another person's credentials or unauthorized access
- Attempting to bypass security measures
- Posting harmful, defamatory, or misleading content
- Sharing confidential or restricted FPCC information
- Posting discriminatory, harassing, or illegal content
- Sharing FERPA Records or PII
- Using FPCC accounts for commercial, political, or personal gain
- Violating copyright or distributing unlicensed content
- Engaging in any activity that conflicts with FPCC policies

Section V – Enforcement

FPCC may review content posted to official accounts and take corrective action for violations. Consequences may include warnings, account suspension, removal of administrators, or referral to disciplinary or legal processes. Account suspensions may be appealed through the FPCC IT Department.