

Barry University
Landon Student Union
Smart Card

Permitted Use Policy

Purpose

The Smart Card is an official Barry University ID card. It is the cardholder's "proof" of affiliation with the University. The card allows access to certain areas in the University. Any unpermitted or improper use of this card may result in the cardholder's privileges being revoked, at the sole discretion of the University

Applicability

Selected Barry University students, employees, and University affiliates are eligible for a Smart Card. Only the person pictured on the card is authorized to use the card. Cards are not transferable from one person to another.

Policy

Barry University Student Union will maintain the following mechanisms to ensure that "Smart Card" holders have access to facilities and services:

False Negatives:

During Smart Card authentication, system problems or errors could result in a "false negative" (where membership is wrongly shown to be invalid). In such cases, the member can go directly to the Student Union office, located in Landon 103 for resolution.

Lost or stolen card:

The cardholder must notify the Student Union Office immediately if the Smart Card is lost, stolen or fails to work properly. The Union can be notified by phone, (305) 899-4900 or by e-mail at studentunion@barry.edu.

We cannot prevent the unauthorized use of a lost or stolen Smart Card until it has been reported by the registered cardholder to the Student Union office. Until it is de-activated, the registered cardholder will be liable for the unauthorized use of the Smart Card.

The Smart Card will be used in lieu of the standard Barry University identification card ("ID"). Therefore, in order to use the Smart Card, the eligible user must surrender their current ID card.

If the Smart Card is lost there will be a replacement charge of \$35.00. If the 'smart card' is stolen a Public Safety or police report is required in order to receive a new 'smart card' at no additional cost.

Corrupt and Damaged Card Policy:

Where a card is faulty and the fault is not because of your failure to take care of it, we will replace it free of charge.

Where a card malfunctions because we reasonably believe it has been misused or you have failed to take care of it, we reserve the right to charge \$35.00 for its replacement. Irrespective of the policy above, we reserve the right to revoke the card at any time.

'System down' contingency:

In cases where the smart card readers are not operational ('down'), Barry University will permit access in the traditional way by opening the access control door(s).

Violations:

Lending your card to someone else, helping other people to get in (term known as tail gating), tampering with access control hardware, doors and/or surveillance devices will be considered a serious violation. This will result in the immediate deactivation of Smart Card rights and confiscation of your ID. It will be considered a violation of university policy and the student will face student conduct charges

Staff

Issued to all full-time university staff members. Allows for entry into specific parking areas and facilities.

Students

The Smart Card will be issued to students who are residents and their hall requires a smart card. It will allow for entry into specific parking area and residence halls, as well as entrance into the library, dining hall and sports facilities.

Visitors

The 'smart card' may be issued to visitors who are deemed qualified to have authorization for use of the card.

The visitors will be granted access for specific locations and must return the 'smart card' at the end of use. If the card is not returned the Student Union reserves the right to charge the individual \$35.00 for a replacement to be created.

This fee maybe waived pending the approval of the Student Union Director.

Care and use of your Smart Card

Students must revalidate their Smart Card every semester. Faculty and staff must revalidate their Smart Card each year. However, misuse of your card may result in its failure to operate.

Please treat your card as you would a credit card, i.e., do not bend, crush or fold or flex, ensure it is not placed near any strong magnetic or electric fields, and do not allow the card to get wet or exposed to extremes of temperature.

The Smart Card must be placed on or near the card reader. The reader will indicate that it has been properly read by making an audible "bleep" and showing a green light. Only when you have received a positive confirmation of reading will you be granted access to the particular area.

Help Desk

For information and/or assistance, please contact the Student Union Office (Landon 103) at 305-899-4900, or e-mail studentunion@barry.edu

Resources

Questions about this policy may be directed to the Student Union Office via by email to studentunion@barry.edu