

**Title: System Maintenance Policy**

**Approved Date: 8/1/2003**

**Revision Date: 2/6/2013**

**Description: Provide a framework for regular system maintenance**

Regular system maintenance will be performed on ONUnet at any time. Normally this maintenance will not require system outages. Occasionally, systems malfunction without warning. At these times, Information Technology staff may, at their own discretion, take whatever action is necessary to restore the system. If there is a foreseeable issue with the equipment, Information Technology staff will send out a notice to all students, faculty, and staff informing them of the problem and the estimated time the resource will be restored.

Information Technology has reserved one night each month in which system maintenance will be performed. On these dates, system access may be unavailable between the hours of 6:00pm until 6:00am the following morning. These dates can be found at <http://it.olivet.edu>.