



Wharton County Junior College

Privacy Notice

Wharton County Junior College is committed to ensuring the privacy and accuracy of information shared by individuals who access the College's website and services. This Web Privacy and Security Statement describes the College's website privacy procedures, web linking practices, and other practices of the College as they relate to the collection of electronic information. It is not a contract and may be revised or updated at any time by the College.

The Web Privacy and Security Statement applies to websites and services under the *wcjc.edu* domain (the "Site"), unless otherwise indicated with a separate privacy notice. It does not cover websites and services operated by third-parties or sites and services outside of the College's domains, including those sites and services linked to or incorporated into the College's Site.

Information Gathered

The College gathers several types of information upon access of the Site.

- **Server Logs:** College web server(s) gather server log information that include: Internet Protocol (IP) Address, User Agent information, date and time of access, and the URL accessed. These logs are maintained by the College's third-party server hosting company and may be used for debugging and server usage statistics by the College and its agents or contractors. The College also uses a content management system that may collect additional log information.
- **Google Analytics:** The College uses the Google Analytics Platform in the operation of the Site. Google Analytics is a service provided by the third-party company Google, Inc. The College may use the full Google Analytics package and may gather demographic data, IP address information, referrer information, click-through rates, traffic sessions, page views, metric information, and Google Analytics Advertiser Features in furtherance of Site effectiveness and performance. Google Analytics collects data about web traffic via cookies or anonymous identifiers, in addition to other mechanisms.

Opting out: To opt out of Google Analytics, visit Google's Analytics [Opt-out Browser Add-on](#). To opt out of Google's use of cookies for advertising and remarketing, visit Google's [Ads Settings](#) or alternatively opt-out of the use of these cookies through the [Network Advertising Initiative opt-out page](#).

- **Online Forms:** The College maintains several web-based forms, which will collect any personal data entered on the form.
- **Other tracking software:** The College may use third-party tracking software in specific modules or sections of its site.

- **Secure, Hosted, and Third-Party Systems:** The College uses several secure, hosted, and third-party systems on the Site either directly or through hyperlinks to other domains. Within the secure locations of the Site, there may be other third-party applications or systems. Every third-party system, application, and site is bound by their own privacy policies and procedures, unless otherwise indicated. Data gathered by these applications may be used and shared for their respective purposes in order to carry out the College’s mission and operations. These systems may use cookies, require College username(s)/password(s), require personal information, or utilize other mechanisms to function.

Use and Sharing of Information

The College does not actively share information garnered from its Site, other than with the necessary employees or agents to maintain and carry out the Site and College’s purpose. However, because Wharton County Junior College is a public institution, some information collected from the Site, including summary server log information, emails, and information collected from Web-based forms, may be subject to the **Texas Public Information Act**. This means that the College may be compelled by law in some cases to release information gathered from its Site, servers, or properties.

Wharton County Junior College also complies with the **Family Educational Rights and Privacy Act** (FERPA), which restricts the release of education records. In general, a student’s information may not be released to a third party without the student’s permission. Certain exceptions apply, including an exception that requires the College to release information in response to a lawfully issued subpoena. The College also may release “directory information” about a student unless the student has informed the College in writing that the student wishes to protect directory information from disclosure. Information on FERPA can be found on the [US Department of Education – FERPA webpage](#). Students may exclude the release of public directory information during registration.

Incorrect Information

The **Texas Public Information Act**, with a few exceptions, allows the right to be informed about the information that the College collects. It also permits the right to request a copy of that information and request that the College correct incorrect information. Students may request corrections by submitting the appropriate form located on the [WCJC website](#). Employees may request corrections by contacting the [human resources department](#). For additional information about the Public Information Act, visit the website of the Texas Attorney General.

Information Security and Privacy Practices

Although no computer system is 100 percent secure, the College will use reasonable security measures to protect against the loss, misuse, or alteration of the information under the College’s control.

Information Security requires active participation. Employees and students must keep all College assigned usernames and passwords safe and secure. If security may have been compromised, contact itsupport@wcjc.edu.

Social Media

Social media platforms outside the College’s domains (e.g., Facebook) are operated by third- parties

and interactions on and with those platforms are governed by those third-party privacy policies. The College may link or incorporate functionality of social media platforms into the Site or provide links to social media platforms from the Site. The College is not responsible for those third-party platforms or the privacy and security practices of those sites, including any social media presence by the College on those third-party platforms.

Children Under the Age of 13

The Site is not intended to be accessed or used by children under the age of thirteen.

Statement regarding Linking Practices

This linking notice incorporates and is intended to be consistent with the State Website Linking and Privacy Policy published by the Texas Department of Information Resources.

Links to non-Site URLs, both public and private, are provided as a service to users and do not necessarily constitute an endorsement by the College. The College is not responsible for content found at these links and makes no representations, guarantees, or warranties.

Questions about this Privacy Notice or the College's Web Site

Direct questions, comments, and concerns to itsupport@wcjc.edu or to Wharton County Junior College, 911 Boling Highway, Wharton, Texas, 77488.