

**Central Connecticut State University**  
UNIVERSITY SENATE ACTION

**Senate Motion Number FS 20.21.005B**

TO: President Zulma Toro  
FROM: President of the University Senate

1. The attached motion of the University Senate, dealing with: **Listerv Netiquette Guidelines**, is presented to you for your consideration.
2. This motion was adopted by the University Senate on **10/19/2020**.
3. After considering this motion, please indicate your action on this form, and return it together with the original copy to the President of the University Senate.
4. Under the By-Laws of the University Senate, Section 3.7, the following schedule of action is to be observed.
  - a) By **11/13/2020**, Senate action reported to the President of the University. (Within five school days of the session in which they are adopted).
  - b) By **12/02/2020**, the President of the University to return the motion to the President of the Senate. (Within ten school days of its receipt).

**11/13/2020**

Date

  
\_\_\_\_\_  
Frederic Latour, President, University Senate

ENDORSEMENT:

TO: President of the University Senate  
FROM: President Zulma Toro

1. Motion Approved : \_\_\_\_\_
2. Motion Disapproved:  (Explanatory statement must be appended).
3. Action "is deferred": \_\_\_\_\_
4. Resolution Noted: \_\_\_\_\_
5. Other: \_\_\_\_\_

Date

2/5/2021

  
\_\_\_\_\_  
President Zulma Toro

**Motion that the following rules and netiquette be accepted as the standard for postings on the University Senate Listserv:**

1. All members, alternates, ex-officio members and electors to the Senate, and all departmental staff will be automatically included.
2. Individuals may opt out and/or opt in at any time.
  - a. To subscribe send an email to [techsupport@ccsu.edu](mailto:techsupport@ccsu.edu) and request to join the University Senate listserv.
  - b. To unsubscribe send a blank email to [leave-universitysenate@listserv.ccsu.edu](mailto:leave-universitysenate@listserv.ccsu.edu)
  - c. At the start of each academic year all eligible members are automatically added to the listserv including new faculty.
3. Individuals can post a maximum of twice a day
4. Material submitted should be directly or indirectly related to the university and its policies, context, and mission.
5. Postings are limited to individual member's commentaries or notices of university or related events and may not include forwarded external emails or reproduced external content unless the individual posting provides relevancy of the external material to the university.
6. Postings must respect the culture of mutual respect, inclusion, community and collegiality.
7. Members are to avoid attacks on named individuals, whether faculty, staff or administrators, and focus instead on policies or decisions with which they are in disagreement. Avoid vague claims based on rumor or innuendo.
8. Members are to use the "reply all" button with discretion. Reply to an individual in cases such as wishing to simply agree with someone or congratulating someone. This will prevent filling everyone's mailbox with material that is not new.
9. Members of the listserv may file a complaint concerning another member's listserv post(s) by contacting (in writing) a member of the Faculty Senate Steering Committee.

**Motion that the Faculty Senate Steering Committee be given the authority to determine and take appropriate action when a member of the University Senate Listserv ([universitysenate@listserv.ccsu.edu](mailto:universitysenate@listserv.ccsu.edu)) violates one or more of the established rules and netiquette of participation.**

1. Actions may include but are not limited to a written warning, temporary suspension, or suspension for the remainder of the academic year.
2. The Faculty Senate Steering Committee will notify the individual privately.
3. The individual may appeal the Steering Committee decision by asking for a vote of the full university faculty senate.