

Rules and netiquette 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 and request to join the University Senate listserv.
 - b. To unsubscribe send a blank email to 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. Members of the Listserv may 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. Members are to refrain from inciting violence and making threatening or intimidating remarks directed at particular individuals or groups of individuals if those remarks contain serious expressions of an intent to commit violence.
7. Members are to refrain from using obscenity and from making false, defamatory assertions of fact concerning individuals, whether faculty, staff or administrators, and should focus instead on policies or decisions with which they disagree.
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.

The Faculty Senate Steering Committee has the authority to determine and take appropriate action when a member of the University Senate Listserv (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 from the Listserv 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.