

Listserv Guidelines

Listsers are intended to serve as a useful forum for the free and positive exchange of information between members. Use of listsers must be consistent with all applicable University policies, including but not limited to the Student Code of Conduct, Staff, Faculty, and Student Handbooks, NUIT policies, residence hall policies, as well as with state, federal, and local laws. The University policy website is located at: <http://policies.northwestern.edu/index.html>.

- Personal attacks on others are not consistent with the purpose of University listsers and may violate the *Policy on Civility and Mutual Respect* or the *Student Code of Conduct*.
- Postings that are sexual in nature or that use obscene or profane language may be offensive to others and may violate the *Policy on Sexual Misconduct* and the *Policy on Prohibited Use of Electronic Communications for Threats, Harassment, and Pornography*.
- Postings containing slurs or comments that degrade a person or group based on race, color, religion, national origin, sex, pregnancy, sexual orientation, gender identity, gender expression, parental status, marital status, age, disability, citizenship, veteran status, genetic information, or any other classification protected by law may be offensive to others and may violate the *Policy on Discrimination and Harassment* and the *Policy on Prohibited Use of Electronic Communications for Threats, Harassment, and Pornography*.
- Use of University listsers for commercial or political purposes may violate the *Policy on Rights and Responsibilities for the Use of Central Network and Computing Resources, Residence Hall Rules and Regulations*, and the *Policy on Use of University Facilities for Political Activities*.
- Postings on listsers are subject to applicable laws concerning intellectual property.
- Postings may not be sent anonymously on University listsers, and misrepresenting one's identity on a listserv violates the *Policy on Rights and Responsibilities for the Use of Central Network and Computing Resources*.

Use of University-administered listsers is a privilege—not a right—for members of the community. Users who post material on a University-administered listserv in violation of University policies or the law may have their listserv account suspended and may be referred for additional disciplinary or legal action as appropriate.