



CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS ACADEMIC SENATE POLICY

Policy on Electronic Communication with Students

Policy #: SP 12-19 (supersedes SP 04-20)

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Effective Date: Fall 2013

Applicability: All CI Faculty and Students

Purpose: To ensure the proper use and responsibilities of electronic communication with enrolled students

Policy:

Faculty shall determine how electronic forms of communication (e.g. email) will be used in their respective classes and will specify requirements to their students.

All electronic communication shall meet federal and state accessibility requirements.

All email sent to students shall include appropriate contact information so that the student may verify the integrity of the email.

While students may redirect their University email address to another account, students are responsible for reading all official communication from faculty sent to their University email address.