

Academic Governing Council
Decision Form

*This form is to be used when the Academic Governing Council makes a decision on an issue.
This form is sent to the Provost.*

Decision:

- Endorsement of student email policy with noted changes to the section regarding not responding to emails sent from personal accounts. The language will need to expand to include how to respond with respect to policy.

Rationale:

- Cost savings
- Timely delivery of important information
- Assurance of delivery (sending & receiving)
- Security, compliance, and uniformity

Supporting Data:

- Benchmarked similar policies at:
 - Western Michigan University
 - University of Missouri-Kansas City
 - Michigan Community Colleges

Findings:

- Once admitted, students are required to use college issued email for all correspondence
- Email is an official and regularly used communication mode
- Students can sync their email with their mobile device

Next Steps/Implications for Action:

- Present policy to Cabinet for consideration
- Develop a student communication plan.
 - Returning students to be aware of this change
 - New students – orientation, application confirmation, admissions packet, etc.
- Develop communication and training for faculty on how to respond to an email request from a current student not sent from a GRCC issued email account, example language for their syllabi, etc.
- Develop communication and training for front line staff on how to respond to an email request from a current student not sent from a GRCC issued email account, how to look up a student and send to college issued address, etc.

Evaluation Plan: Return to AGC for review in Fall, 2018.

Date of Decision by AGC: December 9, 2014

Response from Provost:

I support AGC's endorsement of this proposed policy and approve it moving forward to the College-wide Policy Team and Cabinet for approval.

Patti Trepkowski 1/6/15