

OLD DOMINION UNIVERSITY

University Policy

Policy # 3506

**ELECTRONIC COMMUNICATION POLICY FOR OFFICIAL UNIVERSITY
BUSINESS**

Responsible Oversight Executive: Vice President for Administration and Finance

Date of Current Revision or Creation: March 15, 2017

A. PURPOSE

The purpose of this policy is to address the use of official University electronic messaging systems and the resulting responsibilities of faculty, staff, and

the benef

H. RESPONSIBLE OFFICER

Chief Information Officer

I. RELATED INFORMATION

[Information Technology Standard 04.2.0 - Account Management Standard](#)

[Information Technology Standard 06.2.0 - Email Retention Standard](#)

[Information Technology Standard 10.1.0 - Disciplinary Action Standard](#)

[Information Technology Standard 11.2.0 - Student Email Standard](#)

[Information Technology Standard 11.4.0 - Electronic Mass Mailing](#)

POLICY HISTORY

Policy Formulation Committee (PFC) & Responsible Officer Approval to Proceed:

/s/ Rusty Waterfield
Responsible Officer

March 9, 2017
Date

Policy Review Committee (PRC) Approval to Proceed:

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