

## **AACSB International Listserv Policy**

AACSB welcomes discussion and dialogue among members, believing that the goal of AACSB communities is the sharing of knowledge and information. Members are encouraged to participate in online discussions of issues and trends in order to further the best practices of all members. The following guidelines cover basic etiquette and govern participation in AACSB communities.

### **Participation**

1. Only representatives from active AACSB member institutions or organizations may subscribe to an AACSB listserv.
2. AACSB will not subscribe individuals to any list without their consent. Members may join or leave a list at any time.
3. Community members should indicate in their discussions whether they want to hear from vendors or suppliers. Vendors (who are members) should reply to postings only to forward the discussion or to add information or ideas.
4. If information comes from a book, newsletter, magazine, Web site, news group, another email discussion group, or any other publication, the material may be copyrighted. Any copying and/or downloading of copyrighted material to an AACSB community must be with express written permission of the person or organization that owns the copyright. This includes copying of AACSB materials.

### **Basic Online Etiquette**

5. Discussion within each AACSB community is professional. Common courtesy is expected. Please be patient: Some members have more experience with discussion group protocol than others.
6. Discussions should not include any matter that might be considered harassing, libelous or use phrases or words that may be construed as disparaging.
7. Keep your messages short. State your opinion or question simply. Be cautious with humor or cynicism—messages can be misread.

### **Advertising/Product Promotion**

8. All advertising and commercial solicitation is prohibited. This includes discussions about the following with the intent to financially benefit: job opportunities, (AACSB's BizSchoolJobs is available for management education job postings: <http://BizSchoolJobs.aacsb.edu>); books; workshops; conferences; Web-based services; email or online polls and/or focus groups; and products/services.
9. A general discussion of professional resources is welcome within AACSB communities; however, AACSB is not responsible for statements made by subscribers to any of the communities as to the legitimacy of any business or vendor.
10. Communities should not be used to address others regarding commercial, religious, or political causes.

11. Promotional materials should not be sent to the community. Self-promotion and referrals are not allowed at any time.

## **Copyright Information**

While you own the copyright to your individual messages and materials that you place on a community discussion group, AACSB compiles the messages and materials on its server and owns the compilation of messages and materials. By subscribing to a community, you are giving consent for AACSB to use your messages in the compilation in any manner that AACSB sees fit. AACSB archives the compilation of messages and materials and makes them available to AACSB members, AACSB staff, and other, selected persons. By subscribing to an AACSB community, you are also consenting to this specific use of your messages on that community list and in the archives.

*Anyone who does not comply with these guidelines may be removed from the community. Messages that appear to violate these guidelines in letter or spirit will be deleted when possible.*

*Issued December 2007*