

## **SCP007- Email Policy**

**Proposer-** Rebecca Chapman

**Seconder-** Jemma Vobe

**Policy Owner-** SU Vice President Union Development

### **1. This Council Notes**

*State the facts surrounding the policy proposal*

That currently a lot of our information relevant to committees and student council are posted in Facebook groups.

That not everybody is a regular user of Facebook or may not have Facebook at all

For our bigger committees such as AU and Soc's not everybody is in the Facebook group.

### **2. This Council Believes**

*State the facts surround the for amendment*

While social media is good for minor information, more important information should always be sent through email. With the rising popularity of social media, this policy is to make sure that email is always the primary source of communication between the SU and the committee members.

### **3. This Council Resolves**

*State the facts surrounding what the policy resolves*

The following information must always be sent out via email for AU, Soc's, Education Committee, VSEC, Exec and Student Council.

- The agenda
- Minutes of previous meeting
- Time, place and date
- Any changes to guest speakers
- Any changes to date, time or place
- Any changes to extra curricular activities before or after the committee
- Any other information the Chair deems necessary which affects the procedural running of the committee.