

SUMMARY OF PROPOSED REVISIONS

PPM 160-3 – Using Electronic Communications for Official Communications with Students

The Office of Student Conduct is proposing a set of revisions to the campus Using Electronic Communications for Official Communications with Students (PPM 160-3). The Policy is currently in its regular three year review period and the revisions reflect updates and changes to the current language. The proposed revisions include:

- Reformatted the policy into the standard campus PPM template.
- Updated the Scope of the policy to apply to all UC San Diego undergraduate, graduate, professional school, and Extension students.
- Updated the Policy Summary to reflect the revisions to the Policy Statement section.
- Revised the Definitions section to remove several definitions that are no longer current or relevant to the policy. Added a reference to PACAOS Section 14.40 for the definition of Student. Revised the definition of University Official to track with other recently updated policies.
- Simplified the Policy Statement to reflect the current status of the policy. When the policy was implemented in 2004, a technical solution for managing mandatory and optional messages was envisioned as part of the policy. However, such solution was never realized and the message type classifications were never implemented.
- Included language that questions about the application and/or interpretation of the policy and interpretation of the policy can be directed to the Director – Student Affairs Policy, Standards, and Conduct.
- Included language that the Director – Student Affairs Policy, Standards, and Conduct is responsible for facilitating campus-wide notification to the campus community about the most current version of the policy available in the PPM.

The Policy will be reviewed by the UC San Diego Student Conduct Standards Group, which will provide feedback to the Office of Student Conduct prior to the normal campus comment period.