



Committee Listserv Policy

- **The NAAP-Chicago email discussion groups (Listservs) are communication tools for NAAP-Chicago members to organize events, programs and initiatives. They are meant only as a means to facilitate communication for this purpose.**
- **To be added to a Committee listserv, an individual must have completed the NAAP online membership form.**
- **Unacceptable Committee Listserv Conduct:**
 - **Insulting other Committee members**
 - If a member makes a personal attack against another member on the Committee listserv. Examples of personal attacks can be, but are not limited to: personal threats, cursing or name-calling, sharing of personal information not relevant to NAAP-Chicago work.
 - The relevant Committee facilitator will refer the situation to the Leadership & Administration Committee (LAC), comprised of all NAAP-Chicago Committee facilitators.
 - LAC will vote on whether or not it agrees with the facilitator that a transgression occurred. If the majority agrees with the facilitator, then the person will be removed from the list for a three-month period.
 - An email will be sent by LAC to the member explaining why (s)he is being removed from all Committee listservs. (S)he may remain on the main NAAP-Chicago general member listserv.
 - An email will be sent from the facilitator to the Committee advising them of the transgression and explaining that the person is permitted to re-subscribe to the listserv after three months, if (s)he is still interested. After the three months is up, the person is free to re-subscribe to the list.
 - If a second transgression occurs, (s)he will be removed from all Committee listservs immediately and indefinitely based on a LAC decision (as defined in points 1 and 2). (S)he may remain on the main NAAP-Chicago general member listserv.
 - **Making inflammatory statement(s)**
 - If a member makes an inflammatory statement that conflicts with any of NAAP's mission points or makes an inflammatory statement that harms the morale of NAAP's members and/or NAAP's reputation in the community. Examples of inflammatory statements can be, but are not limited to, the following: Advocating violence, statements which express racism, sexism or other forms of discrimination or intolerance.
 - The relevant Committee facilitator will refer the situation to the Leadership & Administration Committee (LAC), comprised of all NAAP-Chicago Committee facilitators.
 - LAC will vote on whether or not it agrees with the facilitator that a transgression occurred. If the majority agrees with the facilitator, then the person will be removed from the list for a three-month period.
 - An email will be sent by LAC to the member explaining why (s)he is being removed from all Committee listservs. (S)he may remain on the main NAAP-Chicago general member listserv. An email will be sent from the facilitator to the Committee advising them of the transgression and explaining that the person is permitted to re-subscribe to the listserv after three months, if (s)he is still interested. After the three months is up, the person is free to re-subscribe to the list.
 - If a second transgression occurs, (s)he will be removed from all Committee listservs immediately and indefinitely. (S)he may remain on the main NAAP-Chicago listserv.
- **LAC reserves the right to apply the Committee listserv policy guidelines retroactively if they deem it necessary to do so in order to protect the interests of NAAP-Chicago members and/or to preserve order on the Committee listservs**