ListProc Etiquette

The purpose of the Student Organization listproc (stuorgs@lists.umbc.edu) is for advertisement of events, sharing of information between organizations, as well as for engaging in dialogue around hot topics. This list is unmoderated and remain open for self-subscription. It is essential to self-govern with respect to listproc etiquette. Here are 2 pertinent guidelines.

● If an organization uses the listproc to advertise an event they should clearly label in the subject line the name of the organization and the event which they are advertising for. For example, if SGA is advertising the Election Night Extravaganza the subject line should be something like SGA Event Election Night Extravaganza. This is in order to allow those who wish to delete the e-mail to do so easily. Furthermore, only 1 e-mail per event should be sent out on the listproc.

● Please be conscious of language and respectful to other users of the listproc. Cursing is not appropriate over the listproc. Please also be conscious of who you are replying to as some responses are better addressed to the sender instead of the entire listproc.

How to unsubscribe from a group:

(Please DO NOT send an email to the listproc asking to be removed- that will not get you removed)

● Log into myumbc
● under the tab that says your first and last name, next to the log-out button, click "profile"
● under the email settings section on the right, click "mailing lists"
● all of the groups you currently belong to are on the left, in order to remove yourself click on the group, then under "list operations" click "unsubscribe"