

## **NCMGA Listserv Guidelines**

The secretary/treasurer of NCMGA is responsible for maintaining and updating the listserv. All members of NCMGA who have paid their annual dues are entitled to participation in the NCMGA listserv. The purpose of the listserv is to allow members of NCMGA to communicate with one another regarding group business and activities. Messages on the listserv may be initiated by NCMGA officers or members. If a member would like to send a message to the listserv, please contact the current secretary/treasurer as listed on the NCMGA website ([www.ncmga.org](http://www.ncmga.org)) and send your message to that person. If the message fits one of the following categories, we will be happy to share it with the membership:

Information about upcoming NCMGA meetings

Call for speakers

Upcoming meeting dates, meeting agendas and directions

Information about organization dues

Posting of annual business meeting minutes

Information about meetings or lectures by speakers of interest to others in genetics occurring in NC or surrounding areas

National or state news of interest to those in genetics in North Carolina

Information about research studies of interest to those in genetics in North Carolina

Information about activities sponsored by NCMGA

Job listings will be considered and a fee may be charged for posting. Please contact the current secretary/treasurer for more information.

Other messages will be considered by the officers on an individual basis depending on whether they fit with the purpose and goals of the organization and listserv. NCMGA officers will monitor the listserv so that the number of messages received does not become burdensome for members. Student members of NCMGA do not receive the listserv, but are welcome to participate in NCMGA meetings. Members who wish to be removed from the listserv can contact the NCMGA secretary/treasurer at any time to be removed.

Guidelines created August 2009 by NCMGA officers, presented to members at the annual business meeting in fall 2009, revised and updated after discussion at the business meeting in October 2009.