Complete Policy Title: **Electronic Mail Accounts for Retired Faculty**	Policy Number (if applicable):
Approved by: **Joint Committee**	Date of Most Recent Approval: **October 23, 2007 (reviewed/endorsed)**
Date of Original Approval(s): **December 9, 1996**	Supersedes/Amends Policy dated: **May 29, 2001**
Responsible Executive: **Provost and Vice-President (Academic)**	Enquiries: **University Secretariat**

DISCLAIMER: *If there is a Discrepancy between this electronic policy and the written copy held by the policy owner, the written copy prevails*

It is agreed that provision of e-mail computer accounts for retired faculty members is to be treated similarly to the provision of mail boxes or library cards. All retired faculty should have access to an e-mail account on the same terms as active faculty and shall comply with University policies in this regard[1]. Like the mail box or library card, the e-mail account is to be used for University or academic business. The account may be accessed from University computers or by modem. In the latter case, if the retired faculty member wishes a fee modem account, this is also available and can be arranged (for example, through the purchase of vouchers at the Bookstore or by provision of a research account number).

Given past experience with illegitimate use of computer accounts by "hackers", it is recognized that for management purposes it might be necessary to require retired faculty to renew the e-mail computer account from time to time, or for University Technology Services to remove accounts that are inactive over a long period of time.

This policy shall be reviewed no later than five years after its implementation.

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[1] See Terms & Conditions of UTS Managed Email www.mcmcmaster.ca/uts/policy/emailpol.htm and Code of Conduct for Computer & Network Users www.mcmaster.ca/uts/policy/netcond.htm, which may be updated from time to time.