

Policies and Guidelines for the Community-Campus Partnerships for Health Online Membership Directory

The CCPH online membership directory* is designed to improve the way CCPH members communicate, invigorate collaboration, and contribute to strengthening community-campus partnerships. The directory offers many powerful advantages, including a searchable database to allow members to locate other members in their area, in their discipline or by other searchable, relevant criteria. The online directory is password protected in order to ensure the privacy of information. CCPH members and staff are the only people allowed full access. Guests will be allowed restricted access only to member names and organizations.

Fair Use Policy of the Directory

Access to the CCPH online membership directory is subject to your acceptance of the following terms of use: The sole purpose of the directory is to enable the CCPH membership to locate and communicate with other active CCPH members in their area, discipline or other relevant connection. Use of this online membership directory for any other purposes is prohibited; violators will be subject to disciplinary action. We reserve the right to remove anyone at anytime for what we deem to be inappropriate use. By logging on and using the directory, you are in agreement with these policies and guidelines.

Recommendations for maximizing the usefulness of the CCPH directory

- Always keep your membership profile up-to-date.
- Be as specific as possible when using the Contact Center to send a message.
- Please describe your current active partnerships in the space provided.
- Please send us your feedback and suggestions – this directory is designed to benefit CCPH members!

Using the online directory “Contact Center” to distribute information vs. CCPH Listservs

Email is a wonderful tool to communicate quickly with others. When used appropriately, email can easily spread the word about an event, funding opportunity, new resource and endless other types of information within minutes. When used inappropriately, email can be just another annoying nuisance and worse than nothing at all. Unsolicited email, or spam, is not an appropriate usage of the directory “Contact Center.” In addition, it is absolutely prohibited to sell or to distribute email or contact information lists without the express written consent of CCPH.

Having said this, there are still many appropriate ways for you to distribute your information via our various listservs and in some cases even through the Contact Center. CCPH has a very active listserv for our entire membership and several regional listservs for smaller groupings of members (see complete list below). **Since, our listservs are already set up to distribute information quickly and easily, the online directory Contact Center should only be used only when a message is not appropriate for an already established CCPH listserv.**

How to determine what is appropriate for a CCPH listserv & what is appropriate for the Contact Center

Ask yourself the following questions:

- Is the message personal in nature? If yes, then please send only to this individual.
- Is the message intended for a group of persons which is a smaller subset than the CCPH members’ listserv and not already a grouping as defined by an established regional listserv? Examples, where it would be appropriate to send a message through the Contact Center would be if you would like to send a message to members from a specific state, city, discipline, organization type, community-campus partnership, etc., which can be easily located through the CCPH online membership directory.
- Has the message already been distributed to CCPH members through the CCPH listserv? If yes, then there is no need to resend through the Contact Center.
- Is the message you intend to send relevant to CCPH members? Please review the message to determine if it is applicable to those involved in community-campus partnerships, civic responsibility and improving health for all. Advertisements and marketing solicitations are not relevant uses of the Contact Center.

CCPH Listservs:

ccph@u.washington.edu – CCPH Members’ Listserv

ccph-ne@u.washington.edu – CCPH Northeast Regional Listserv

ccph-mw@u.washington.edu – CCPH Midwest Regional Listserv
ccph-se@u.washington.edu – CCPH Southeast Regional Listserv
ccph-w@u.washington.edu – CCPH Western Regional Listserv

To sign up for any of these listservs, please email your specific request to ccphuw@u.washington.edu.

Thank you for complying with these guidelines and for being a good member of the CCPH community! If you have any questions about these policies or are not sure about a message you want to send, please contact Catherine Immanuel [link to csi@itsa.ucsf.edu].

** To opt of being included in the CCPH online membership directory, please send an email to csi@itsa.ucsf.edu.*