



Nursing Education Program

Electronic Communications

Purpose: To ensure information between students, faculty, and staff are communicated in an effective manner

Procedure:

1. All students, staff, and faculty will use their assigned Mercer County Community College e-mail or Teams accounts for all electronic communication. Email notifications may also be sent directly from Blackboard to a student email account.
2. Communications between students, staff, and faculty may also occur in the Microsoft Teams environment.
3. Students are expected to check their email and Teams accounts on a daily basis. Time sensitive information may be sent via email or Teams messages.
4. As with all communication between faculty, staff, and students, respectful and professional language is to be used.

Effective Date: July 2017

Revised: May 2026

Reviewed: May 2026

Approved by:

A handwritten signature in black ink, appearing to read 'Elizabeth A. Mizerek', with a long horizontal line extending to the right.

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