Admin Forum Community Guidelines

These guidelines are here to help us keep our group space helpful, supportive, and easy to use. They outline what kinds of posts are encouraged and what to avoid so we can all get the most out of this community.

- Share info about upcoming campus events.
- Ask for guidance on University procedures or processes.
- Request extra supplies your department might need.
- Offer supplies your department no longer needs—be sure to note what's available and let everyone know when items are claimed.
- Help track down missing packages or checks received by mistake.
- Share helpful admin trainings offered through the University.
- Reply only to the original poster (no "Reply All," please 🙏).
- No job ads or postings here.
- Please don't share personal or medical details about Charlotte community members.
- Remember: if these guidelines aren't followed, it may lead to removal from the group.