

**MEMORANDUM**

To: All Mathematics Faculty

From: Ellen Inkelis and Jenna Hirsch

Date: 8/11/2017

Re: **Yahoo Group Membership**

As of now, our official BMCC means of communication is via paper submissions in mailboxes. Sometimes memo submissions are delayed due to long waits at the reprographic office or breakdowns with copiers.

As a reliable backup system, the Mathematics Department uses two Yahoo Group email systems to communicate. To receive emails (or send), an instructor must join the group to be a member.

Many full time instructors are now members of the BMCCMATH Yahoo Group and many adjunct instructors are members of the BMCCMATHADJUNCTS Yahoo Group.

Although one has to have a registered email address on Yahoo first to join a group, all emails posted on a group can be automatically redirected to a preferred mail address.

We strongly suggest that you join a group. We will be happy to assist you. Contact us at:

Jenna Hirsch [jhirsch@bmcc.cuny.edu](mailto:jhirsch@bmcc.cuny.edu)

Ellen Inkelis [einkelis@bmcc.cuny.edu](mailto:einkelis@bmcc.cuny.edu)

Stephen Featherstonhaugh: [sfeatherstonhaugh@bmcc.cuny.edu](mailto:sfeatherstonhaugh@bmcc.cuny.edu)

Michael George: [mgeorge@bmcc.cuny.edu](mailto:mgeorge@bmcc.cuny.edu)

Kathleen Offenholley [kathleenoffenholley@yahoo.com](mailto:kathleenoffenholley@yahoo.com)

**Registration Instructions are as follows:**

**HOW TO JOIN A YAHOO GROUP**

**1. First, (Unless you already have yahoo email) create a new Yahoo Account –go to:**

→ <https://edit.yahoo.com/registration>

**2. Join a Yahoo Group**

A) **JOIN the Full- Time Professors'** go to: → <https://groups.yahoo.com/neo/groups/bmccmath/info>  
- then click on **“+Join Group”** to be a member

B) **JOIN the Adjunct Professors'** go to: → <https://groups.yahoo.com/neo/groups/bmccmathadjuncts/info>  
- then click on **“+Join Group”** to be a member

**Note: after you create the account and then join a group, you can have email forwarded from the group to any email account you like, it does not have to be a yahoo account**

**3. Once your group membership has been approved, listserv email will automatically be sent to the email address of your choice.**