



Category
<b>PUBLICITY &amp; COMMUNITY RELATIONS – 4:10:10:00</b>
Approval
<b>Leadership Council Approved:</b> December 9, 2016
<b>Effective Date/Approved:</b> January 1, 2017
<b>Revised:</b> January 12, 2009; December 9, 2016
<b>Responsible Party:</b> Vice President for Marketing & Advancement

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**I. PURPOSE**

This policy provides guidance to all employees and officially recognized student organizations and groups of Motlow State Community College regarding news releases to the general public through any media outlet.

**II. POLICY**

Information for news release to the general public through the media or press, radio, and/or television must be approved by Vice President for Marketing & Advancement or their designee.