



COLLEGE of CENTRAL FLORIDA

POLICY MANUAL

Title: COLLEGE PUBLICATIONS	Number: 3.06	Page: 1 of 2
	See Procedures: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Legal Authority: Florida Statutes 1001.02, 1001.64	Board Adoption/Revision Approval Dates: 9/3/80, 10/19/88, 5/11/94, 6/14/95, 5/19/99, 10/22/02, 10/26/04, 10/25/05, 9/27/11	

The following rules pertain to all publications, printed materials, or broadcast media which are considered official college publications, bear the name, seal or logo of the college, or are financed by college accounts.

- (1) College of Central Florida is recognized as the publisher of all college publications. The President is therefore responsible for and has authority over all publications or broadcasts, even though this responsibility may be delegated.
- (2) All materials contained in college publications or broadcasts must be factually accurate and must reflect taste and judgment appropriate to a community college publication.
- (3) The college student newspaper is considered a basic part of the journalism curriculum in that it serves as a laboratory for journalism students under the direction of a faculty member (advisor). Each issue is to be considered a teaching-learning experience and shall be evaluated on the basis of journalistic excellence, literary merit, and accuracy of the factual material. All student publications or broadcasts must uphold high standards of journalism and shall refrain from publication or broadcast of libel and indecency, undocumented allegations, innuendoes, harassment, or personal attacks. Advisors are expected to guide students and to maintain high standards of expression in a publication or broadcast. All college-financed media shall state that the opinions expressed are not those of the faculty, staff or administration of the College of Central Florida.
- (4) All business and financial affairs of all college media must be in accord with the standards of their professions, as well as state and local laws, regulations and policies.
- (5) Persons in an editorial, managerial, or advisory position with campus publications must comply with the above rules. Failure to do so will be cause for removal from the campus publications position and/or disciplinary action.
- (6) Publications or broadcasts of an informational or curricular nature shall be approved by the appropriate Vice President.
- (7) All materials which are primarily for off-campus distribution require content approval by the appropriate Vice President or Director of the Appleton Museum of Art, who shall retain right of approval on items for off-campus general distribution or recruitment. Such materials will be reviewed by Marketing and Public Relations.



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- (8) The college catalog shall also contain the official address and telephone number for the Southern Association of Colleges and Schools Commission on Colleges:

Southern Association of Colleges and Schools Commission on Colleges
1866 Southern Lane
Decatur, Georgia 30033-4097
(404) 679-4500

- (9) All official college publications will contain a reference to the equal opportunity nature of the college.