

# Policy 815 - Media Policy

Lower Columbia College (LCC) wants to cooperate with inquiries from the news media and accurately communicate in a manner consistent with our mission, vision and values. It is essential that any comments to the media are as current and accurate as possible.

Lower Columbia College designates the Public Information Officer (PIO) as the first point of contact for all media inquiries regarding official LCC business excluding Athletics. LCC employees will refer media inquiries to the PIO, a role typically housed in College Relations. LCC employees are not authorized to speak *on behalf of the College* without permission from the PIO.

## Historic Information

- Adopted - September 27, 2023
- Campus Review - September 12-26, 2023
- Reviewed by UMCC - June 20, 2023
- Reviewed by Governance Council - June 7, 2023
- Reviewed by the Leadership Team - May 24, 2023

Resource/Reference/ Procedure	Title	Unit Responsibility
<b>Procedure 815.1A ( <a href="https://lowercolumbia.edu/publications/administrative-policies/_assets/documents/815.1A-media-procedure.pdf">lowercolumbia.edu/publications/administrative-policies/_assets/documents/815.1A-media-procedure.pdf</a> )</b>	Media Procedure	College Relations
<b>Effectiveness and College Relations webpage ( <a href="https://internal.lowercolumbia.edu/departments/effectiveness-college-relations">internal.lowercolumbia.edu/departments/effectiveness-college-relations</a> )</b>	List of individuals with PIO responsibilities (primary and alternate PIOs)	College Relations