THE COLLEGE AND THE PUBLIC

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PUBLIC INFORMATION PROGRAM

8.1

It is the desire of the Board of Trustees that the citizens of the service area of the college be fully informed of the official actions of the Board and of the programs and activities of the college. To this end, the President will work to make the public aware of all aspects of the college by:

1. Keeping the public informed regarding the policies, administrative operation, objectives, educational programs and achievements of the college.

2. Furnishing full and accurate information, together with interpretation and explanation, of the college plans and programs.

HISTORY NOTE: Effective October 12, 1988
Revised, October, 2001

In an effort to utilize all available channels for public communication, the Board is committed to a comprehensive college-community relations program. The office of the President will assist all faculty and staff groups to organize, develop and encourage the participation and involvement of all those necessary to the promotion of a greater understanding of the goals and objectives of the college.

As Secretary for the Board and chief administrative officer of the college, the President is responsible for implementing the public information policy and assuming leadership in the college-community relations program. The President involves all employees of the college in the total public information effort and includes leaders of the social, political and civic segments of the service area in the active support of the college.

The President is responsible for interpreting Board policies to faculty, staff and the public. The President will require an active and comprehensive informational program to be conducted for the promotion and widespread understanding of the college programs.

HISTORY NOTE: Effective October 12, 1988
Revised October, 2001

NEWS MEDIA RELATIONS

8.3

The Board wishes to assist the press and other communications media to obtain complete and accurate coverage of the programs, planning and activities of the college. Accredited representatives of the service area media shall be given equal access to information about the college. General releases of interest shall be made available to all service area media simultaneously and to others upon request. There shall be no exclusive releases, except as individual media representatives request information on particular programs, plans, or activities.

The Board shall review periodically the relations of the college with the news media. The President will be the media liaison person for coordinating the release of information concerning the college and the actions of the Board. The Board chairperson shall be the official spokesperson for the Board, except as this duty is delegated to the President.

HISTORY NOTE: Effective October 12, 1988
Revised October, 2001

STAFF – COMMUNITY RELATIONS

8.4

All personnel of the college have the responsibility of developing among the citizens of the service area the greatest possible understanding and support for the college and its mission. The general public, as well as all personnel of the college, must have full access to information about the organization and operation of the college if their involvement is to be meaningful, responsible, and useful. The college will use every available means to encourage interaction with the public in providing the best educational program for each student. Each college employee has a role to play in promoting positive community relations.

HISTORY NOTE: Effective October 12, 1988
Revised October, 2001

PUBLIC USE OF FACILITIES

8.5

The Board of Trustees believes that the college facilities should be made available to the public for educational, recreational, social and cultural purposes. In order to provide for appropriate use of college facilities and to protect the public investment, the Board has established certain guidelines and procedures. The educational program and activities of students enrolled in the college shall be given first consideration.

Use by the public of college facilities will be subject to rules and regulations adopted to govern same. Responsibility for the college facilities policy implementation is assigned to the Vice President for Administrative Services.

HISTORY NOTE: October 12, 1988
Cross Reference: Policies 4.4, 4.6, 4.8, 4.9, 4.10
Revised October, 2001

SOLICITATION BY PRIVATE INDIVIDUALS OR NON-COLLEGE GROUPS

8.6

All solicitations or sales taking place on college property, during or connected with any college program, whether by or to college employees or third persons, must be approved in advance by the President or his designee.

HISTORY NOTE: October 12, 1988
Cross Reference: Policy 7.9
Revised October, 2001

VISITATION

8.7

Visitors to the campus who are driving their own vehicles must check in at the Administration Building reception area and receive a Visitor's Parking Permit. If the visitor is staying for over one hour, he is asked to park in the student parking lot.

While friends and relatives of students, or other visitors are welcome on the Piedmont Community College Campus, these persons must agree to conduct themselves according to the Student Code of Conduct. Visitors who refuse to abide by this code are asked to leave by security personnel or by other administrative personnel. Any problems are referred to the civil authorities if necessary. All visitors may be asked to present their identification and state their business by staff members of Piedmont Community College.

Visitors who would like a tour of the campus may request this at the reception area of the Administration Building and arrangements will be made for a guide.

Students are encouraged to invite their families to campus for occasions such as planned student activities, Awards Night, and Graduation, visits on campus by young children such as class attendance with parents or family members are discouraged. Children must be under adult supervision at all times.

LEGAL REF: G.S. 115D-20
HISTORY NOTE: Effective August 9, 1977
Revised October, 2001

PUBLIC COMPLAINTS

8.8

Constructive criticism motivated by the desire to improve the quality of the educational program or to equip the College to perform its mission more effectively is welcomed by the Board of Trustees. The Board believes that complaints and grievances are best handled and resolved as close to their origin as possible. Therefore, the proper channeling of complaints by the public involving the actions of college employees will be sequentially as follows, with each step being exhausted before proceeding to the next:

1. Staff or Faculty Member
2. Supervisor
3. Appropriate Vice President
4. President
5. Board of Trustees

If a complaint is made directly to an individual board member, the board member should advise the complainant of the proper administrative channeling as above set out. If the complainant indicates that the above procedure has already been followed, or is for any reason inapplicable, the board member should request the complainant to reduce the complaint to writing and delivery it to the President in person.

HISTORY NOTE: Effective October 12, 1988
Revised October, 2001

INTER-ORGANIZATIONAL RELATIONS

8.9

The Board of Trustees recognizes that many governmental agencies and community organizations play a definite role in the educational process. Therefore it is the desire of the Board to establish positive working relationships with all other public and private organizations, which contribute to the educational process and to the general welfare of the citizens of the service area.

HISTORY NOTE: Effective October 12, 1988
Revised October, 2001

LOCAL GOVERNMENT RELATIONS

8.10

It is the intention and desire of the Board of Trustees to cooperate with other governing bodies, both within and without the service area, whose actions and interest involve and affect the college, in order to best serve the students and the citizens of the service area. However, the Board will at all times maintain independence in its cooperative efforts with local governmental bodies.

HISTORY NOTE: Effective October 12, 1988
Revised, October, 2001

RELATIONS WITH OTHER EDUCATIONAL AGENCIES

8.11

The Board recognizes the need and worth of cooperative relationships with other educational institutions, including local public schools. College personnel are encouraged to work with their counterparts in such organizations on educational matters within the framework established by state laws and regulations and Board policy.

HISTORY NOTE: Effective October 12, 1988
Revised October, 2001