

EXTERNAL COMMUNICATIONS

1. Guidelines for communications with donors and prospective donors:

Faculty and staff are encouraged to communicate to the Director of Development regarding contact or communications with donors or prospective donors to the School of Nursing. This policy ensures continuity of message and priorities, assists development with internal coordination of prospects, and creates a space for guidance in terms of institutional strategy related to donors. Ideally, faculty and staff will communicate plans to connect with external constituents in advance of contact.

2. Guidelines on faculty and staff communications of opinion to lay publications and public officials

Please refer to the UTHSCSA Handbook of Operating Procedures -
<http://www.uthscsa.edu/hop2000/word/2.2.5.doc>