

# University Broadcasting Guidelines

- **Broadcasting Content:**
  - We will broadcast educational athletic events, graduation, commencement centering on major events that are public facing. IT has an extensive number of classrooms set up for lectures, seminars, and workshops conducted by university faculty. Our emphasis is on the large live event reaching external viewers such as parents, students, faculty and staff.
  - The process of requesting a broadcasted event will be submitted by you through our project request software.
  - We will respond back with approval to you once you have submitted your request through our request software (Monday).
  - Acceptance of a project is based on our availability, and specifically if the event submitted aligns with our mission to support the universities strategic pillars.
  - We will showcase cultural events, artistic performances, and student-led initiatives that align with our university's values.
  - Please make sure proper approvals have been requested on your project before you submit a request for our assistance.
- **Academic Excellence:**
  - We will promote insightful discussions, debates, and presentations that contribute to the academic growth of our community.
  - We will not broadcast any content that compromises academic integrity or encourages cheating.
- **Respectful Dialogue:**
  - We will encourage respectful dialogue that embraces diverse perspectives and fosters inclusive conversations.
  - We will avoid broadcasting content that includes hate speech, discriminatory language, or disrespectful behavior.
- **Privacy and Consent:**
  - We will obtain explicit consent from individuals before featuring them in our broadcasts, especially during interviews or personal stories.
  - We will not broadcast any content that invades someone's privacy or violates their consent.
- **Production Quality:**
  - We will ensure high production standards for audio, video, and overall presentation to provide an engaging and professional experience.
  - We will not broadcast content with poor audiovisual quality that detracts from the viewer's experience.
- **Copyright Responsibility:**
  - We will only broadcast content that we have the right to share, including original work, licensed material, or properly attributed content.
  - We will avoid broadcasting copyrighted material without proper authorization, ensuring we respect intellectual property rights.
- **Interactive Engagement:**
  - We will actively engage our audience through live Q&A sessions, polls, and discussions to create a dynamic learning environment.
  - We will not broadcast content that isolates the audience or fails to encourage their participation.

*These guidelines reflect our commitment to maintaining the highest standards of educational broadcasting, respecting privacy and diversity, and fostering a positive and enriching experience for all viewers.*