



Be The Difference.

Date: 1/29/03

To: Marquette University Faculty

From: Ben Tracy

Subject: Clarification of Media Guidelines Memo

Several faculty members have raised questions with me regarding the memo sent out earlier this week, to both administrative and academic areas, regarding guidelines for releasing university information to the media. The intent was to make sure that Marquette is releasing accurate information, especially as it relates to admission numbers, fundraising, budget figures, etc. This is primarily a concern in the administrative areas of the university. I am aware that most faculty members would not be asked about this information, nor would they have it at their disposal. The memo was simply meant to reinforce that the Office of Public Affairs is responsible for the release of official university data and policy to the media, not to imply that the expression of personal opinions and/or experiences need to be brought to our office. There has been no particular incident that has raised concern. This is simply a proactive reminder.

Marquette enjoys a very positive relationship with members of the news media and these guidelines are in no way meant to impede that. In fact, we hope it makes the experience an easier one for journalists. We simply want to make sure that any information we provide is accurate, timely and not confidential. Our friends in the media will tell you that they certainly benefit from accurate information as well.

I hope this clarification is helpful. Please contact me if you have any further questions.

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