

## **The University of the South Media Policy for Press and Photography on Campus**

The following press policies refer to the presence of the press on campus.

These policies allow for freedom of the press while ensuring that the University of the South's events and activities may be conducted without disruption by press coverage and that students' and employees' rights to privacy are respected. The University campus and all buildings, facilities, and grounds within it—with the exception of University Avenue—are private property and as such are subject to restrictions allowed by law.

Press refers to newspapers, magazines, newsletters, online publications, and broadcast outlets such as radio, television, and podcasts. In addition to news organizations, this policy also applies to commercial filmmakers, independent producers, and any other non-University-affiliated party who wishes to capture images or sound on University property. Note: This policy does not apply to the *Sewanee Purple*, the student newspaper of the University.

Members of the news media may contact the Office of Marketing and Communications to request assistance in finding the right sources for a story. Sewanee's faculty and staff are available to provide analysis and context on a variety of topics. To obtain access or to request an on-campus interview, press representatives must contact this office in advance to request a date and time.

### ***Contacts***

Parker Oliver  
University Media Relations  
[pwoliver@sewanee.edu](mailto:pwoliver@sewanee.edu)  
931.636.0110

Vicki Borchers  
School of Theology Media Relations  
[vmborche@sewanee.edu](mailto:vmborche@sewanee.edu)  
931.636.3403

### ***Policies***

- Members of the media are welcome to campus to cover events open to the general public. We ask that you always contact the media relations team prior to coming to campus to photograph, record, or interview University faculty, staff, students, or guests. Permission must be given in advance before media can access campus to shoot video or photography.
- Working press without camera equipment are free to enter the campus; however, reporters are not allowed inside classrooms, residence halls, or other interior spaces unless special permission is granted in advance by the director of media relations.
- Contact the media relations team in advance of sending a photographer or camera crew to Sewanee. Requests must include date, time of arrival, and time of departure. Cameras are not allowed inside campus buildings without specific permission from the media relations team.
- Hidden recording devices of any kind are prohibited.
- Marketing and Communications staff are responsible for escorting press representatives who receive permission to enter the campus while they remain on campus. Unless

permission is granted for other venues, cameras, filming and videotaping are allowed only in outdoor public spaces on campus. Press representatives are not allowed to enter classrooms without the permission of the instructor and shall not interrupt classes in progress.

- For any event for which a news release has been issued, there is no need to call before coming to campus to cover the event.
- If a student or a member of the faculty/staff has agreed to be interviewed in advance, permission for access to campus will be granted as long as all press representatives agree to comply with these policies. Special permission is required for access to building interiors.
- COVID-19 protocol: Press representatives wishing to conduct interviews in person must do so in approved outdoor spaces and must comply with University masking and social distancing directives. The University may ask for a negative COVID-19 test prior to a campus visit, depending on the type of interview request and the current health situation at the University and in the media member's community.

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