



Approved: May 3, 2010
Reviewed: New
Next Scheduled Review: May 3, 2012

Procedures and Responsibilities

1. GENERAL

All Tarleton State University publications will adhere to the guidelines noted in the document, "An Image of Distinction: Publications Guide" for Tarleton State University posted at the following web address:
<http://www.tarleton.edu/IAWEB/marketingandcommunications/publicationsguide.html>

2. RESPONSIBILITY

- 2.1 The Office of the Associate Vice President for Marketing and Communications has the responsibility to ensure the guidelines are followed.
 - 2.2 The above office will serve as a resource for questions pertaining to the document.
 - 2.3 Guideline updates and subsequent distribution to the campus community shall be the responsibility of the above office.
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Supplements System Policy 61.01.01

Contact Office

Associate Vice President for Marketing and Communications
(254) 968-9071

A handwritten signature in black ink, appearing to read "William H. Cotton", written over a horizontal line.

President