

E.1.8.4 (Procedure) International Programs: Communications

Responsible Department: District Office of International Programs

Based on Board Policy: [E.1.8](#) - International Programs

Approved: 7-28-20

Last Amended:

In alignment with Policy C.4.1, *Communications on Behalf of the College District and Colleges*, the District Office of International Programs provides and disseminates information to internal and external customers via numerous channels and mediums to inform, clarify, and provide transparency as relates to the regular business of international students, programs, and education abroad. Communication will be regular, transparent, and, where appropriate, collaborative. Information delivery may include but is not limited to print, online, social media, electronic, and voice. In the event of an international-related emergency, the OIP will follow the Procedures outlined in E.1.8.2 International Programs Crisis Management. In case of an emergency, the OIP will also follow Procedures outlined on C.4.1.1, and according to such, shall inform the Associate Vice Chancellor of Communications and Engagement about the details of the emergency, so the AVC could speak on behalf of the College District to the media about said international-related catastrophic events.