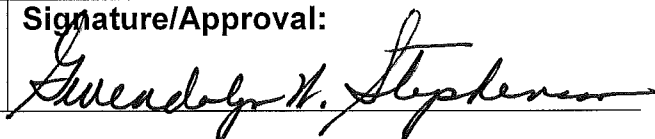


ADMINISTRATIVE RULES

Title: RELEASE OF INFORMATION TO THE PUBLIC	Identification: 6HX-10-2.06
	Page: 1 of 1
	Effective Date: 4/19/06
Authority: SBE 6A-14.0261 FS Chapter 119; 1001.64; 1001.65	Signature/Approval: 

PURPOSE

This administrative rule establishes policy concerning release of information to the public.

RULE

Records of the College are open to the public unless exempt in accordance with State or Federal law. For purposes of release of information to the public, the Executive Director of Marketing and Public Relations will serve as the primary custodian of records, appointed for the College. In the absence of the primary custodian, the College Attorney will serve as the alternate. Members of the public may request the custodian of records to provide access to public records. After receipt of the request, the custodian will provide access within a reasonable time, under reasonable conditions and under supervision by the custodian of records or a designee, or explain in writing the reason for denial of access or for delay. Members of the public may request copies of public records. A reasonable charge may be made to cover the actual cost of copies and for the cost of staff time required to perform document search, as permitted by law.

History: New