

AUTHORIZED AND UNAUTHORIZED REPRESENTATION OF THE UNIVERSITY

Purpose

The purpose of the policy is to articulate authorized and unauthorized representation of the University of Mary for all employees.

Statement of Policy

University of Mary employees are prohibited from unauthorized use of job title, university letterhead, or university e-mail to express a personal view in a public forum or any platform wherein the communication may be made available to the public, such as a letter to a newspaper or court proceeding. University employees are also expected to exercise good prudence and responsible sensitivity in community, professional, and cultural activities, especially refraining from actions or statements which would unnecessarily involve the University in controversy or which would undermine the University's reputation and the public's trust and confidence in the University as a Christian, Catholic, Benedictine university" ("Hiring for Mission," [University of Mary Employee Handbook](#)). Members of the teaching faculty are further asked to consult the "[Statement on Academic Freedom](#)" of the University of Mary. University employees seeking authorization or guidance in regard to representation of the University in accord with this policy may confer with the Office of the Executive Vice President, who may elect to delegate such matters on an individual basis to the Vice President for Public Affairs.

Approved

5 August 2020 by the President of the University

6 August 2020 by the Board of Trustees (EC)

11 March 2021 revised by the Board of Trustees

18 March 2021 delivered to the University Senate

