

University Channel 15 Announcements Request Form



To request a UGA graphic announcement be created and displayed on University Channel 15, please fill out the form below and submit it to The Center for Teaching and Learning by clicking the "SUBMIT" button at the bottom of the page.

PLEASE CONTACT THE CTL OFFICE FOR PRICE QUOTES BEFORE SUBMITTING A REQUEST

Offical UGA Contact for Request

This is a faculty or staff member who accepts responsibility for the content. Independent productions and university announcements (submitted by students, other on-campus individuals, and organizations or individuals external to the university) must be sponsored by an official university-related organization and/or program.

Name (Offical Contact)

Department

Email

Phone

FOR CTL USE ONLY

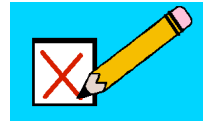
Today's Date

(FOR CTL USE ONLY)
Project #

I have reviewed the content and agree that it adheres to the mission and policies of the University Channel as written on the second page of this document.

By selecting the "X" in the drop down menu, I agree to accept full responsibility for content supplied below.

YES, I agree



If box is not checked request will not be submitted

Content
This should include main event title, content, event dates & times, web addresses, phone numbers, etc. Attach jpg or psd photo file or list URL for graphics if any.

Dates To Be Aired

START DATE

END DATE

Other
Any additional relevant information

Account Information:
Acct name & number / Bookkeepers name, phone number & email

Mission and Policies

The University Channel (channel 15 on Charter)

(revised October 2006)

Description

The University Channel, and educational access channel on Charter Communications, an Athens-area cable franchise, is operated by CTL. Local programming is coordinated with a number of university agencies. The University Cable Policy Board establishes mission, policy, and programming guidelines for The University Channel. The board makes efforts to insure compliance and cooperation with university, local, state, and federal agencies.

The Purpose and Mission of the University Channel

- * To provide university educational and informational resources to a diverse community of faculty, staff and students on and off campus.
- * To provide continuing education opportunities to a diverse community of adult learners.
- * To extend the educational opportunities of the university via a distance learning channel.
- * To inform the University and Athens-area public of university activities and insure a close relationship between city/county and university.

Policies

1) Advertising, Underwriting and Public Information

A - all underwriting, advertising, public information submitted for distribution on The University Channel is subject to current policies and charges. Currently, The University Channel accepts only underwriting and public services announcements.

B - no advertising, public information or underwriting acknowledgement, which is inconsistent with the purpose and mission of The University Channel and the University of Georgia, will be accepted. As such, the University Channel reserves the right to restrict all advertising, public information or underwriting acknowledgements to policy guidelines consistent with the educational mission of the the University Channel and the University of Georgia and will only allow the type of information necessary to help the University community make informed decisions about products and services. No messages will be accepted that promote illegal, unlawful activities or that are deceptive or in any way offensive to the University of Georgia's standing as an institution of learning.

C - underwriting and public information is accepted from all official university-related organizations and programs, as well as outside organizations/persons directly related to a function at the University of Georgia co-sponsored by an official on-campus agency. Underwriting and public information is accepted from organizations external to the university and its programs subject to **policies section 1B**.

D - all advertising and information is subject to review by the University Cable Policy Board.

2) General Programming

A - varying viewpoints of controversial topics will be programmed provided they do not exceed the boundaries identified in **policies section 1B** and are consistent with the subject areas explored within selected programming.

B - the nature of programming will be comparable to national and Athens-area cable franchise educational access channels and particularly those originating from colleges and universities.

C - request for programming are subject to review and recommendation by the University Cable Policy Board as well as funding and technical limitations.

D - independent productions/bulletin board information (submitted by students or other on-campus individuals or organizations/individuals external to the university) must be sponsored by an official university-related organization and/or program and will be aired subject to **policies section 2B and 2C** in selected time slots. As part of the educational mission, it is intended that the University Channel provide an outlet for "free" expression within official campus-sponsored video programs including class student productions subject to **policies section 2A,B, C and E**. However, programs that include certain profanity that is routinely edited out or "bleeped" on broadcast and many cable channels as well as graphic audio-visual depiction and/or verbal description of sexual content out of an instructional context are not acceptable and should be edited out or covered technically prior to submission. In addition, programs that deal with mature and adult themes should carry a warning graphic at the beginning of the program..

E - university channel programming resources are scarce and limited. As such, the University of Georgia reserves the right to make reasonable decisions regarding allocation of programming and cable resources. Decisions to carry particular programming will be made with reference to the mission of the University Channel and the University of Georgia as well as requests from the University of Georgia community. These decisions will be made in a fair and impartial manner.