# STATE BOARD FOR COMMUNITY COLLEGES AND OCCUPATIONAL EDUCATION

## **Official Communications**

BP 10-10

APPROVED: October 12, 2022 EFFECTIVE: October 12, 2022

REFERENCE(S):

APPROVED:

The Honorable S.R. Heath, Jr., Chair

### Policy Statement

In order to represent and promote the Colorado Community College System (CCCS) in a consistent, accurate, and efficient manner, official communications, made by or on behalf of CCCS must be compliant with applicable policies, procedures and standards based on the type of communication.

### <u>Scope</u>

This policy applies to all employees, students, volunteers, guests, contractors, and visitors within the Colorado Community College System, including its Colleges (CCCS or System).

### Procedure

The Chancellor shall promulgate such procedures as may be needed to implement this policy.