

STUDENT AFFAIRS OP 91.107: Release of Information by University Police Department

Date: November 5, 1986

Purpose

To provide uniform guidelines for the release of information by University Police at Mississippi State University.

Policy

The University Police Department will release information in a prudent and timely manner.

Procedure

1. The Mississippi State University Police Department will release, upon inquiry from the news media the following:
 - a. Names of students and employees arrested, including charges, date and time of occurrence, and arresting agency;
 - b. Information concerning injuries, crimes, accidents, fires, and the like; this information will include date and time, location, circumstances etc., but will not include the names of those involved; and
 - c. An annual summary of selected statistics in accordance with the *Student's Right to Know and Campus Security Act of 1990*; but this summary will not include the names of individuals involved.
2. The Mississippi State University Police Department **will not** release the following:
 - a. Names of students involved in disciplinary matters pending or actions taken by the University;
 - b. Names of employees involved in personnel matters pending or actions taken by the University;
 - c. Names of students and employees who are the victims of crimes or accidents; and
 - d. Any information which might hamper university investigations.

Review

The Vice President for Student Affairs is responsible for the review of this operating policy every four years or as needed.

**DIVISION OF STUDENT AFFAIRS
OPERATING POLICIES AND PROCEDURES**

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REVIEWED BY:

/s/ William Kibler
Vice President for Student Affairs

9/8/2011
Date

/s/ Lesia Bryant
Internal Auditor

9/19/2011
Date

/s/ Joan L. Lucas
General Counsel

9/21/2011
Date

APPROVED BY:

/s/ Mark E. Keenum
President

9/26/2011
Date