

Community Relations

Community Relations is responsible for all contact between SUNY Oneonta and the media.

About Community Relations:

- distributes news releases on topics ranging from groundbreaking research to advancements in any field, institution-sponsored events and employee and student honors
- fields inquiries from journalists and arranges interviews with faculty members and staff
- organizes news conferences and event coverage
- serves as a spokesperson for the university
- arranges for media access to all areas of campus
- facilitates press coverage in emergency cases
- maintains a database of press clippings and electronic placements

You should contact Community Relations if you

- have been contacted by someone from the news media
- want to promote an event through the news media and college publications
- have received a new grant
- have preliminary result of a study
- have final results of a study
- have an upcoming publication

VITA FORM
STATE UNIVERSITY OF NEW YORK
COLLEGE AT ONEONTA

The Community Relations Office maintains a file of current information to use in connection with the news media. Please complete this form, and attach current curriculum vitae or resume to it. Feel free to leave any questions blank if you do not wish to share that information. Thank you for your cooperation. PLEASE RETURN TO COMRELATIONS@oneonta.edu.

1. Name _____
(Last) (First) (Middle)
2. Local address _____
3. E-mail address _____
4. Date joined SUNY-Oneonta _____
5. Position/Campus Title _____
6. Present duties at the College:
7. Previous positions held at SUNY-Oneonta with dates _____

8. Date of birth _____ Place of birth _____
9. Spouse's full name _____ Spouse's hometown _____
10. Detailed educational background: (Degrees and dates)
11. Military service:
12. Major assignments (teaching, research, government service, industry, business) held before coming to the College, in chronological order:

13. Service organizations, societies, clubs, fraternities, and honorary distinctions, including offices held in professional societies and public organizations:

14. Articles and books. Give titles, publishers, and dates.

15. Names of newspapers and publications (in addition to the Oneonta Daily Star, Albany Times Union, and Binghamton Press/Sun Bulletin) to which the College should send material concerning you (local paper, city & state).

16. Please give names and address of your parents, if living:

17. Areas of expertise

18. Would you write or speak on this topic? Yes_____ No_____

19. Any other information you think would help in completing a biographical sketch or news article:

By filling out and returning this form you are giving consent to the Community Relations Office to provide information from this form to members of the media and to use your college ID as a photo.

July 2009