

SACME Communications Committee

Policy on Announcements from Other Organizations

SACME is committed to distributing relevant and appropriate information about upcoming events, resources, and other items that would be of interest to a broad spectrum of its membership. At the same time, there is sensitivity to protecting membership from too many announcements, duplicative information, and inappropriate or irrelevant material.

Requests to distribute information should be forwarded to the Chair of the Communications Committee who will determine whether the material is appropriate for distribution and by which mechanism. Mechanisms available for distributing information and parameters for their use include:

- Direct mail: Approved items can be shipped to the Executive Secretariat who will do the mailing to the membership. An administrative fee and postage will be charged to the originating organization.
- Intercom: At his/her discretion, the Intercom editor will select meetings of broad interest to the CME community and list them in the Upcoming Events section of the newsletter at no charge.
- Web postings: Meetings or announcements of a non-commercial nature and of broad interest to the CME community can be listed on the SACME website at no charge.
- Listserv: Only notices of events or resources sponsored or co-sponsored by SACME can be approved for distribution through the SACME listserv.