Blogs and Articles Policy

POLICY # EAI/2024/241042

Adopted by the Senate on December 2, 2024

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1. Introduction

EAI encourages students, faculty, and staff to contribute blogs and articles that reflect the institution's values, academic excellence, and thought leadership. This policy ensures that published content aligns with institutional guidelines, maintains credibility, and upholds ethical standards.

2. Scope

This policy applies to all blogs and articles created for:

- The official EAI website
- Institutional social media platforms
- Academic and research publications
- Third-party websites representing EAI
- Any other public forums associated with the institution

3. Content Guidelines

- **Accuracy and Integrity**: Content should be fact-checked, well-researched, and free from misleading information.
- **Relevance**: Topics should align with EAI's mission, academic goals, and areas of expertise.
- **Professionalism**: Language should be formal, respectful, and appropriate for an academic institution.
- **Originality**: Plagiarism is strictly prohibited; all content must be original or properly cited.
- **Diversity and Inclusion**: Content should be inclusive, promoting equality and respect for different perspectives.
- **Confidentiality**: No confidential, proprietary, or personal data (e.g., student records, employee details) should be disclosed.

4. Approval Process

- All official blogs and articles must be reviewed and approved by the **Content Review Committee** or designated faculty members before publication.
- Contributors must ensure compliance with copyright laws and attribution of sources.
- Any content related to ongoing research should receive prior clearance from the relevant academic department.

5. Social Media and Public Engagement

Authors contributing on behalf of EAI should maintain a professional tone and avoid controversial or sensitive topics that may harm the institution's reputation.

- Personal opinions should be clearly distinguished from institutional views.
- Any engagement (comments, responses) on social media must follow EAI's social media policy.

6. Ethical and Legal Considerations

- Respect intellectual property rights and give proper credit to referenced sources.
- Avoid discriminatory, defamatory, or offensive language.
- Comply with data protection regulations (e.g., GDPR) and ensure the privacy of individuals mentioned.

7. Content Ownership and Rights

- Content created by EAI employees for institutional purposes is the property of EAI unless otherwise agreed.
- Guest contributions or student articles may require signed consent agreements specifying rights and usage.

8. Policy Enforcement and Violations

- Any violation of this policy may lead to content removal, disciplinary action, or legal consequences.
- Reports of inappropriate content will be investigated, and corrective actions will be taken promptly.

9. Review & Continuous Improvement

- This policy will be **reviewed biannually** by the Academic Committee in collaboration with the Quality Assurance Cell (QAC).

- Feedback will be sought through surveys, support logs, and stakeholder consultations.

- EAI is committed to **transparent enhancements**, especially in response to emerging global trends and concerns.