



Communications policy

Policy Adopted	July 2019
Reviewed	November 2023
Review date	November 2026

Policy statement

This policy outlines the circumstances in which the Executive will approve the distribution of information to CAUTHE members and affiliates.

CAUTHE has three main communication channels:

1. Email news – circulated to members as needed,
2. Newsletter – published twice a year on the website and emailed to members,
3. Social media
 - a. CAUTHE and Special Interest Group (SIG) pages on Facebook, Instagram, YouTube, LinkedIn and X.
 - b. Journal of Hospitality and Tourism Management (JHTM) pages on Facebook, LinkedIn, Instagram and WeChat.

Communications via the email news and newsletter are limited to messaging approved by the CAUTHE Executive. The CAUTHE Executive only promotes conferences, symposia or events that are organised or sponsored by CAUTHE, Kindred Associations or SIGs.

The Memoranda of Understanding (MoUs) with [Kindred Associations](#) (e.g. ANZALS and SMAANZ) enables cross promotion of website links for each organisation and distribution of calls for papers, conferences and symposia.

Members are encouraged to share news about events and related activities using CAUTHE's social media platforms.

Rationale

CAUTHE receives many requests to circulate information to members. Use of the CAUTHE member database to distribute information may benefit some but may be an intrusion to others. A balance is needed to ensure that communications are closely linked to CAUTHE objectives and activities.

Guidelines for use of communication channels

Email news

Emails are used to share member information about CAUTHE organised events, Chapter member job advertisements and scholarships, and other information deemed relevant by the Executive about the association, TH&E education, and research in Australia and New Zealand.

Information about our Kindred Associations will be circulated where it is deemed to be of benefit to members, as per the MoUs.

Newsletter

The newsletter is primarily used to profile CAUTHE members and events, both past and future.

Social media

CAUTHE permits use of the social media channels for members to discuss issues and promote events and information relating to tourism, hospitality, and events (TH&E) education and research.

Members who post on CAUTHE social media platforms agree to abide by the [CAUTHE social media code of conduct](#) for using these sites.

Content posted to the CAUTHE social media sites must include the CAUTHE hashtag (#CAUTHE) and may be shared by CAUTHE, where appropriate.

General

CAUTHE supports the voice of Indigenous and First Nations people and is committed to providing diverse and inclusive communications.

Material for circulation to CAUTHE members must be provided in an appropriate format for circulation via the relevant communication channel. CAUTHE will aim to give equal space to disseminate content to all members, without discrimination.

CAUTHE does not disseminate content that is commercial or related to a commercial activity, and/or that would conceivably disadvantage other CAUTHE members or affiliates. The following items are excluded from CAUTHE communications:

- Promotion of academic programs (e.g., Bachelor, Masters, PhD etc.)
- Non-CAUTHE publications.

In addition to the main communication channels, members may raise matters with the CAUTHE Executive, Chapter directors, SIG coordinators, or the PhD Student representative, as well as at events and through surveys (post-conference and other).