

## Institutional Communications

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July 27, 2022

Mr. Paul Phillips Public Data Research 401 Ryland St, Suite 200A Reno, NV, 89502

RE: Public Records Request

Dear Mr. Phillips:

Thank you for your recent Public Records Request. The Massachusetts Public Records Law (M.G.L. Chapter 66 & Chapter 4, Section 7(26)) provides that every person has a right to access public information. This right of access includes the right to inspect or be furnished a copy of any public record within ten (10) <u>business</u> days following the receipt of a request. A state agency is only required to provide records that are in existence and is not required to create a new record based on information in its custody to accommodate a specific request.

Your request, received on Wednesday, July 20, 2022 that stated: "Under the Massachusetts Public Records Act § 66-10 et seq., I write to request access to and a copy of a listing of all Quinsigamond Community College employees first and last names, email address, title / position, and primary department. Please provide this information in an electronic format such as Excel or .csv format to this email address if possible. If your agency does not maintain these public records, please let me know who does and include proper custodian's name and address," has been fulfilled based on the below link.

All requested information can be found at: <u>https://www.qcc.edu/about/campus-directory</u>

Sincerely,

Karen L. Autre

Karen Hutner Interim Director of Institutional Communications/Records Access Officer