
Procedure: Data Requests

Reference No.: 5.6

Authority: College President

Cross Reference: Policy 1.2

Approved: November 27, 1990

Revised:

1. All requests for institutional data from outside sources (area corporations or agencies, media, etc.) will be directed to the Vice President for Student and Economic Development. He/She (or designee) will then gather the data from the knowledgeable source and release such if appropriate.
2. All data releases will conform to all students' rights to privacy regulations.