



CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS ADMINISTRATIVE POLICY MANUAL

Student Affairs

Approved By: Richard R. Rush
President

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Page 11 of 11

Policy on Family Educational Rights and Privacy Act (FERPA)

- G. *Periodic Review of Campus Information Management Practices*
Per California State University Executive Order No. 790 a periodic review of campus information management practices concerning student records will be conducted at least every two years or more often as the need arises.
1. The campus Compliance Officer will have the responsibility for ensuring that the periodic review is conducted and that appropriate reports resulting from these reviews be submitted to the President to be forwarded to the Chancellor's Office.
 2. Any recommended changes to the policy and/or its procedures will be the responsibility of the Compliance Officer to complete in consultation with designated records custodians.

EXHIBIT(S):

None.