

COLUMBUS STATE COMMUNITY COLLEGE
POLICY AND PROCEDURES MANUAL

Public Records
Policy No. 11-06
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Effective October 1, 2008

- A. Columbus State Community College, as a state community college is committed to be open and responsive to public records requests from the public, and at the same time protect the privacy and security of all records in compliance with the State of Ohio governing public records laws (Ohio Revised Code 143.43 and 149.43). This policy does not apply to the use of records for official college business by authorized individuals or to persons who desire to inspect or obtain copies of their own records. Such policy and its subsequent procedures shall not be in contradiction with other laws such as Family Education Rights and Privacy Act (FERPA), Health Insurance Portability and Accountability Act (HIPAA), or other federal and state regulations governing the protection of certain records.

- B. The President of the college shall establish procedures to administer this policy.

New Policy

Rescind: Protection and Privacy Records Policy 11-02, October 15, 1985