



University of Colorado

Boulder | Colorado Springs | Denver | Anschutz Medical Campus

BOARD OF REGENTS

Redline indicates new language added since the previous version.

REGENT POLICY

POLICY 2: REGENTS OF THE UNIVERSITY

Policy 2.0 Access to Information. Any member of the Board of Regents is entitled to access any records in the custody or control of the university or any of its campuses or system administration, in accordance with the following procedure:

1. Any communication from a Regent requesting information pursuant to this Policy shall be directed in writing to the President, or the President's designee, who shall facilitate such request, with copies to all Regents and University Counsel.
2. The President, or the President's designed, may refer any Regent request for information made pursuant to this Policy to the Board Chair within five (5) business days of receipt of the request for information if the President believes the request may involve the compilation of a significant amount of data or information. In that case, the Board Chair shall convene the Vice Chair, the requesting Regent, and the President, to determine whether the scope of the request may be refined. If not, the Board Chair may determine a reasonable timeline for the President to facilitate a response to the requesting Regent. If the Board Chair determines that the request entails a significant cost to the university, the Board Chair shall inform the Board of Regents of such cost.
3. Requests for information by a Regent are a high priority and should receive a complete response. A reasonable response time to a request is expected. Barring an emergency request, no Regent should expect an immediate response, but every effort should be made to address the request as quickly as possible
4. Specific information or data requested by an individual Regent will be sent to each Regent, with a copy to the President to ensure that information is accessible to all Regents.
5. Any request for information by an individual Regent that is maintained by a university custodian but is required by law to be kept confidential by the custodian except when there is a legal basis to share such information internally, including with the custodian's governing board, as determined by University Counsel in consultation with the Board Chair and Vice Chair, shall be forwarded to the full Board of Regents for consideration before the information may be provided to the individual Regent.