University of Colorado
Boulder | Colorado Springs | Denver | Anschutz

APS JUSTIFICATION

Policy Title: Reporting Felony Employee Misconduct

APS Number: 5058 **APS Functional Area:** HUMAN RESOURCES

Date Submitted:	November 19, 2026
Proposed Action:	New
Brief Description:	This administrative policy statement (APS) establishes requirements for reporting known or reasonably suspected felony employee misconduct that victimizes the university.
Desired Effective Date:	January 1, 2027
Responsible University Officer:	Vice President and Chief Human Resources Officer
Responsible Office:	Office of Vice President and Chief Human Resources Officer
Policy Contact:	Office of Vice President and Chief Human Resources Officer
Applies to:	All employees

Reason for Policy: To establish requirements for reporting known or reasonably suspected felony employee misconduct that victimizes the university.

I. REASON FOR PROPOSED ACTION

To establish mandatory engagement and reporting requirements for campus leaders who become aware of known or reasonably suspected felony employee misconduct that victimizes the university.

II. STAKEHOLDER ENGAGEMENT IN THE POLICY REVIEW

Campus and System Administration Human Resources offices

III. LEGAL REVIEW

A. Do you think legal review would be required for these proposed changes? **Yes**

1. If no, please explain.

2. If yes, what is your plan to get the legal review? **Submitted for review to assure compliance with applicable laws and policies.**

B. Date legal review completed: **Currently under review**

C. Person completing legal review: **Julie Steeler and Erica Weston**

IV. FISCAL REVIEW

Are there any financial (human resources, technology, operations, training, etc.) or other resource impacts of implementing this policy (e.g., cost savings, start-up costs, additional time for faculty or staff, new systems, or software)? **No** If yes, please explain: