



APS JUSTIFICATION

Policy Title: Background Checks

APS Number: 5050

APS Functional Area: **HUMAN RESOURCES**

Date Submitted:	October 8, 2025
Proposed Action:	Revision
Brief Description:	Provides requirements and guidelines for the administration of background checks
Desired Effective Date:	January 1, 2026
Responsible University Officer:	Vice President and CHRO
Responsible Office:	Vice President and CHRO
Policy Contact:	Vice President and CHRO
Applies to:	University Staff and Officers

Reason for Policy: Provides requirements and guidelines for the administration of background checks.

I. REASON FOR PROPOSED ACTION

Minor modifications to add definition for two additional background checks – one for Title IX and the other for fingerprint checks.

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: **In progress**

C. Person completing legal review:

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: