



1111 Franklin Street
Oakland, CA 94607-5200
Phone: (510) 987-9074
<http://www.ucop.edu>

September 28, 2017

CHANCELLORS

Re: Change to Section 130.251, *Directory Information*
University of California Policies Applying to Campus Activities,
Organizations, and Students

Dear Colleagues:

The enclosed policy change to Section 130.251 of the University of California Policies Applying to Campus Activities, Organizations, and Students is being promulgated by Presidential directive and effective immediately. Section 130.251 defines the term “directory information” in the context of what may be designated by campuses as directory information that may be publicly disclosed from student records without student consent. The policy change deletes “address (local and/or permanent)” from the categories of information that a campus may designate as directory information. Privacy norms and expectations have evolved over time to the point that most individuals expect that their physical address will not be publicly disclosed. In addition, most campuses do not currently include student addresses in their directories.

Campuses should make similar changes to local directory information policy and the enclosed revised policy should be distributed widely to campus constituencies.

Enclosed are a printed copy of the revised policy and a mark-up copy showing changes from the prior policy.

Please disseminate the new policy to the appropriate offices on your campuses.

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Your Chief Campus Counsel will be happy to respond to any questions you or others on your campus may have.

Yours very truly,



Janet Napolitano
President

Enclosures

cc: Division Leaders
Chief Policy Advisor Kao
Universitywide Policy Office

UNIVERSITY OF CALIFORNIA

September 2017

Policies Applying to Campus Activities, Organizations and Students

New Policy: Section 130.250 Directory Information

130.251

The term "directory information" means information contained in a student record that would not generally be considered harmful or an invasion of privacy if disclosed. Pursuant to Section 130.711, campuses are required to give public notice of the categories of personally identifiable information that have been designated by the campus as directory information. Campuses may designate some or all of the following types of information as "directory information": a student's name, e-mail address, telephone numbers, date and place of birth, field(s) of study (including major, minor, concentration, specialization, and similar designations), dates of attendance, grade level, enrollment status (e.g., undergraduate or graduate, full time or part time), number of course units in which enrolled, degrees and honors received, the most recent previous educational institution attended, photo, participation in officially recognized activities, including intercollegiate athletics, and the name, weight, and height of participants on intercollegiate University athletic teams. (PACAOS, Section 130.251)