

### Campus Administrative Policy

**Policy Title:** Protected Class Data

Policy Number: 1023 Functional Area: Academic and Faculty Affairs

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Effective: February 21, 2000

Date Last Amended/Reviewed: February 21, 2000

Date Scheduled for Review: July 1, 2007

Supersedes: N/A

Approved by: Chancellor Georgia E. Lesh-Laurie

Prepared by: Assistant Vice Chancellor for Academic Affairs and  
Diversity Director of Institutional Research

Reviewing Office: Chancellor

Responsible Officer: Chancellor

Applies to: University of Colorado Anschutz Medical Campus  
University of Colorado Denver

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#### A. INTRODUCTION

The University of Colorado Denver and University of Colorado Anschutz Medical Campus, as a federal contractor, is required to file with the federal government and with Colorado Commission on Higher Education (CCHE) specified periodic reports of summary demographics for employees and students related to their protected class status: age, disability, ethnicity, gender, race, national origin, veteran status.

#### B. POLICY STATEMENT

1. In order to provide the required information, CU Denver | Anschutz requests that employees and students voluntarily disclose personal protected class data for these reporting purposes only. CU Denver | Anschutz collects this data in confidence and takes all necessary steps to ensure the privacy of employees and students regarding these voluntary disclosures.
2. CU Denver | Anschutz does not disclose personally identifiable information

about individuals or groups of employees and/or students by protected class characteristics.

3. The Office of Academic and Student Affairs and/or the Office of Institutional Research may identify individuals or groups of employees and/or students by protected class characteristics for appropriate University purposes only.
4. Approval of research by CU Denver | Anschutz or any other CU campus Human Subjects Committee does not constitute an “appropriate University purpose.” The Office of Academic and Student Affairs and/or the Office of Institutional Research will work with researchers and others to provide any assistance possible without disclosing the protected class characteristics of individuals or groups of employees and/or students.
5. No other CU entity may disclose individuals or groups of CU Denver | Anschutz employees and/or students by protected class characteristics without written permission in advance from the Office of Academic and Student Affairs and the Office of Institutional Research at CU Denver | Anschutz.

## Notes

1. Dates of official enactment and amendments:  
  
February 1, 2000: Adopted by Chancellor  
June 10, 2019: Modified
2. History:  
  
June 10, 2019: Format modified to reflect a Campus-wide effort to recast and revitalize various Campus policy sites into a standardized and more coherent set of chaptered policy statement organized around the several operational divisions of the university.
3. Initial Policy Effective Date: February 1, 2000
4. Cross References/Appendix: N/A