

**3344-8-02 Appendix B – Sensitive and Private Data**

NOTE: The following lists of sensitive and private data are provided as a general guide and DO NOT constitute a complete and comprehensive list of all university sensitive and private data.

## Human Resources/Payroll Data

Sensitive	Limited Access*
<ul style="list-style-type: none"> <li>• Medical</li> <li>• Garnishments</li> <li>• Benefits</li> </ul> <p>Personal Nature:</p> <ul style="list-style-type: none"> <li>• Handicapped / disability status</li> <li>• Home/Mailing Address</li> <li>• Home Phone</li> <li>• Date of Birth</li> <li>• Social Security Number</li> <li>• Marital Status</li> <li>• Gender</li> <li>• Race &amp; Ethnicity</li> <li>• Veterans Status</li> </ul>	<p>Personal Nature:</p> <ul style="list-style-type: none"> <li>• Education</li> </ul>
<ul style="list-style-type: none"> <li>• Total Compensation</li> </ul>	Total Compensation (as defined under FOI)
<p>Performance</p> <ul style="list-style-type: none"> <li>• Review Rating</li> <li>• Review Date</li> <li>• Pay for Performance</li> </ul>	

Sensitive	Limited Access*
<ul style="list-style-type: none"> <li>Salary History/Employment History</li> </ul>	
<p>Basic Information:</p> <ul style="list-style-type: none"> <li>Emergency Contact &amp; Phone</li> <li>Leave Balances</li> <li>Training Records</li> </ul>	<p>Basic Information:</p> <ul style="list-style-type: none"> <li>State Service Date</li> <li>Leave Base Date</li> <li>Class/Slot</li> <li>Exempt/Non-exempt status</li> <li>Salary Band</li> </ul>
<ul style="list-style-type: none"> <li>Employee Disciplinary Records</li> </ul>	<p>Basic Faculty Data:</p> <ul style="list-style-type: none"> <li>Tenure Status</li> <li>Tenure Date</li> <li>Tenure Department</li> <li>Date on Tenure Track</li> <li>Date of Rank</li> </ul>
<ul style="list-style-type: none"> <li>E-mail files concerning or created by an employee</li> </ul>	<ul style="list-style-type: none"> <li>Supervisor (Name, class, Slot)</li> </ul>
<ul style="list-style-type: none"> <li>Employee ID Photographs</li> </ul>	

#### Student Data

Restricted	Limited Access*
<p>Personally identifiable student data not designated as Directory Information:</p> <ul style="list-style-type: none"> <li>Student identification (usually</li> </ul>	Faculty Instruction Data

<ul style="list-style-type: none"> <li>social security number)</li> <li>• Admissions data</li> <li>• Financial aid data</li> <li>• Student enrollment data, including student course schedule and grades</li> <li>• Student accounts data</li> <li>• Student disciplinary records</li> <li>• Student employment records (if employment is contingent upon enrollment)</li> <li>• E-mail files concerning or created by a student</li>   <li>• Student ID photograph</li> <li>• Student medical and counseling data</li> <li>• Student advisement data</li> <li>• Gender</li> <li>• Race &amp; Ethnicity</li> <li>• Veterans Status</li> <li>• Disabilities</li> <li>• Student Athletics/Student Organizations</li> <li>• Other data that is personally identifiable</li> </ul>	
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Advancement/CSU Foundation

<p>Sensitive</p>	<p>Limited Access*</p>
<ul style="list-style-type: none"> <li>• Donor Information (if donor requested that privacy be maintained)</li> </ul>	<ul style="list-style-type: none"> <li>• All financial data</li> </ul>

\*Limited Access is assumed for disaggregated data