

# **Privacy Statement**

# **Commitment to Individual Privacy**

Colorado Mesa University is committed to protecting the privacy and accuracy of confidential information submitted by employees, students and visitors to our Web site. However, because Colorado Mesa University is a public institution, some personally identifiable information may be subject to disclosure pursuant to the Colorado Open Records Act (C.R.S. § 24-72-101 *et seq.*).

# Colorado Open Records Act (C.R.S. § 24-72-101 et seq.)

The State of Colorado requires that all public records be open for public inspection by any person except as otherwise provided by law. Public Records are defined as all writings made or maintained by a state institution, such as Colorado Mesa University, regardless of medium or format. Personal information provided to the College may be subject to public inspection and copying unless protected by state or federal law.

## Family Education Rights and Privacy Act (20 U.S.C. § 1232g)

Colorado Mesa University also complies with the Family Educational Rights and Privacy Act (FERPA), which generally prohibits the release of students' education records without consent. However, Colorado Mesa University may release student directory information or student educational records if allowed or required by FERPA. For more information about FERPA, contact the Registrar's Office

### **Information Collected**

It is Colorado Mesa University's practice to collect the least amount of personally identifiable information necessary to fulfill its required duties and responsibilities, complete a particular transaction, deliver services, or as required by law. This applies to all personally identifiable information regardless of medium or source.

For site administration functions, information, other than personal information linked to particular individual, is collected for analysis and statistical purposes. Such information may include may include user visit logs, network traffic logs and small text files known as "cookies". This information is used to help diagnose problems, analyze site usage, access system performance, better plan our website to meet users needs, and for marketing purposes. Information collected and information you provide to us may result in follow-up communications.

Individuals may choose whether or not to provide personal information to Colorado Mesa University via the Internet. If you choose not to provide the personal information we request, you can still visit most of Colorado Mesa University's



web pages, but you may be unable to access certain options, offers, and services that involve our interaction with you. You can opt out of the use of cookies by having your browser disable cookies or warn you before accepting a cookie.

Some Colorado Mesa University website pages allow users to request information from the College. These information request sites require users to provide contact information as well as information about their interest in Colorado Mesa University. Contact information is used to send information about Colorado Mesa University to the customer requesting that information. Customer interest information is collected to determine what information the customer wishes to be sent. You can choose NOT to provide this information online and instead call Colorado Mesa University to request that information be sent to you.

Some of our sites also allow users to provide feedback to Colorado Mesa University. Our survey sites, such as feedback forms on the website and MAVzone, the student and faculty portal, request users to provide contact information as well. The contact information that's collected is used to contact the website user, if necessary. Opt-out policy: You can choose NOT to disclose contact information when you submit survey information to us. However, if your comments require follow-up by a member of the College, we will be unable to do so when contact information is not available.

#### **Third Party Services**

On Colorado Mesa University's behalf, third parties may provide certain services available on Colorado Mesa University's web site. Colorado Mesa University may provide information, including personal information, collected over the Internet to third party providers to help us deliver programs, products, information, and services. We will take reasonable steps to ensure that these third party service providers are obligated to protect personal information on our behalf.

#### **Disclaimer**

The information provided in this privacy statement should not be construed as giving business, legal, or other advice, or as warranting the security of information provided through the Colorado Mesa University web site. The Colorado Mesa University web site contains links to many external web sites. Colorado Mesa University is not responsible for the privacy practices or policies or the content of those external web sites.

## **Comments and Feedback**

Please send comments, questions or concerns to <u>webmaster@coloradomesa.edu</u>. When sending us comments, please include a current email address.