

**PROPOSED AMENDMENT
UCCSN BOARD OF REGENTS HANDBOOK
TITLE 2, Chapter 5, Section 5.6**

Additions are in **Boldface**; Deletions are [~~stricken~~ in brackets].

Section 5.6 Faculty Benefits

5.6.1 The Board of Regents, with the consultation of the officers of the System and the senates, may adopt such policies concerning fringe benefits for faculty as are considered appropriate. These may include, but are not limited to, policies concerning annual leave, sick leave, sabbatical leave, consulting services, retirement, insurance, tax-sheltered annuities and grants-in-aid. These policy statements shall be codified as provided by the Board of Regents' Bylaws, and it shall be the responsibility of each president to include such policy statements, or a summary thereof, in the administrative manual or faculty handbook of the member institution or special unit. Failure to include such policy statements or summary in an administrative manual or faculty handbook shall not inure to the benefit of a faculty member.

5.6.2

- (a) **The professional staff member shall have access to his or her official personnel and payroll files, and the professional staff member may grant access to such files to a representative with a written authorization from the staff member.** The following **additional** personnel shall have access to a [profession

_____] professional staff member's
personnel and payroll files **solely for reasons germane to the performance of their official duties:** [~~The staff members, the staff member's representative with a written authorization from the staff member,~~] the staff member's supervisors, **which may include a** [~~including~~] departmental chair[s], dean[s], director[s], vice-president[s], provost[s], president[s], **and** chancellor[~~;~~]; institution **payroll officers;** institution Personnel officers, **which may include appointed disciplinary officers;** System legal counsel[~~;~~]; internal auditors[~~;~~]; members of the Board of Regents[~~;~~]; faculty senate chair[s]; and confidential institution committees including but not limited to tenure and grievance committees.

- (b) The following [~~formation~~] **information** in these personnel files is public information and must be disclosed to the public upon request: the employee's name, title, job description, compensation and perquisites, business address and business telephone numbers, beginning date of employment and ending date of employment.

(B/R 1/02)

