

Proposed Revisions to Title 5, California Code of Regulations, Related to Chancellor's Office Information and Data Requests (2nd Reading)

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SECTION 52012 IS ADDED TO CHAPTER 3, OF DIVISION 6, OF TITLE 5 OF THE CALIFORNIA CODE OF REGULATIONS

Section 52012. Chancellor's Office Information and Data Requests.

To establish data analysis as an essential element of inquiry, evidence-based decision making, the integrity of data systems, and the improvement of community college services at all levels, community college districts must provide information and data to the Chancellor as described in this section.

(a) A community college district must respond within ten days to a written request for information or data received from the Chancellor which expressly invokes the requirements of this section. The Chancellor's request shall provide a plain statement identifying the information or data requested, including any specific data elements, the method and format of the required response, **the purpose of the request**, and a point of contact in the Chancellor's Office with knowledge of the request. If a request for information or data requires the disclosure of "student records" as defined by Education Code section 76210, the request shall specify the legal basis for sharing the information or data.

(b) The district response may take either of the following forms:

(1) a response providing the requested information or data in the format requested by the Chancellor; or
(2) if the information or data is unavailable, or requires programming or compilation that will extend beyond ten days from receipt of the request, a written response indicating when the data will be transmitted to the Chancellor in the exercise of reasonable diligence.

(c) Districts shall provide the Chancellor with current contact information for a point of contact to receive information and data requests made pursuant to this section.

Note: Authority cited: Sections 70901 and 76246, Education Code. Reference: Sections 70901, 76210, 76241, 76242, and 76243, Education Code.