

THE  
**LeMoyne-Owen**  
 COLLEGE

LEADERSHIP. OPPORTUNITY. CHANGE.

<b>SUBJECT:</b>  <b>Confidential Information</b>	<b>Effective Date:</b>  July 1, 2011	<b>Policy Number:</b>  01-1-003
	<b>Supersedes:</b>  Policy:  Date:	<b>Page 1 Of 2</b>
	<b>Responsible Authority:</b>  Vice-President/Chief Academic Officer	

**I. Purpose and statement of operational policy underlying the procedure.**

Certain classified information is not available for general distribution. IRAE will use discretion in distributing data of a certain nature which the College considers confidential.

**II. Applicability/Scope**

This policy applies to all requesting units.

**III. Process for Implementing Procedure**

Responsibility	Action	Timeline

**IV. Related policies/References for more information**

Authorizing Official: Barbara Frank Authorization Date: OCT 06 2011  
Title: Vice President/Chief Academic Officer