

NOTICE OF PROPOSED NEW REGULATION

DATE: February 14, 2023

REGULATION TITLE:
Examination and Assessments

REGULATION NO.:
7.050

SUMMARY: In accordance with the requirements of BOG Regulation 3.005, this proposed regulation establishes the University of Florida's parameters to protect postsecondary examination and assessment instruments from unauthorized disclosure.

AUTHORITY: BOG Regulation 3.005

COMMENTS CONCERNING THE PROPOSED NEW REGULATION SHOULD BE SUBMITTED WITHIN 14 DAYS OF THE DATE OF THIS NOTICE TO THE CONTACT PERSON IDENTIFIED BELOW. The comments must identify the regulation you are commenting on.

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED NEW REGULATION IS: Courtney Brown, Legal Assistant II, 123 Tigert Hall, Post Office Box 113125, University of Florida, Gainesville, Florida 32611, 352-392-1358 office, 352-392-4387 facsimile, regulations@ufl.edu.

NAME OF PERSON WHO APPROVED THE PROPOSED NEW REGULATION:
Joseph Glover, Provost and Senior Vice President for Academic Affairs.

THE FULL TEXT OF THE PROPOSED NEW REGULATION IS ATTACHED TO THIS NOTICE.

REGULATIONS OF
THE UNIVERSITY OF FLORIDA

7.050 Examinations and Assessments.

All examination and assessment instruments, including developmental materials and workpapers directly related thereto, (“Assessment instruments”), prepared, prescribed, or administered by the University are governed by this regulation. The University shall develop, implement and maintain appropriate system and safeguards that are designed to accomplish the following:

- (a) Protect the security and confidentiality of Assessment instruments from unauthorized access or disclosure;
- (b) Maintain the security of Assessment instruments through encrypted electronic means or secure storage, as applicable;
- (c) Require third-party contractors responsible for administering or proctoring examinations or assessments to comply with this regulation;
- (d) Destroy obsolete Assessment instruments pursuant to University records retention schedules; and
- (e) Define permissible access to, or authorized disclosure of, Assessment instruments to faculty, staff, and students outside of the regular examination or testing process.

Authority: BOG Regulation 3.005.

Law Implemented: 119.07, 1008.23, FS.

History--New _____.