

Marshall University Information Technology Council

Procedure ITP-7

Banner Users Group – Student

PROCEDURE on the Collection of Students’ Religious Preferences

1. General Information

1.1. Scope: Marshall University

1.2. Statutory References:

1.3. Passage Date:

1.4. Effective Date:

1.5. Revision Date:

August 19, 2019

1.6. Background: Proposed to the Banner Users Group – Student

The University has collected students’ religious preferences on the “large” registration form for many years in order to fulfill requests from various campus organizations. Due to the sensitive and private nature of students’ religious preferences, the possibility of its misuse, and recent inappropriate requests for student lists, the following procedure statement is proposed:

2. Procedure

2.1.

Effective immediately, Marshall University will stop collecting students’ religious preference data. Specifically, the request for religious preference information will be removed from the paper registration form. In addition, all university departments will remove any reference to religious preference from existing data collection documents.

2.2.

As an additional safeguard against release of such information, existing religion codes will be removed from the general person data in the Banner Student Information System and the religion code validation table will be cleared within the system.