

## UNT System and Institutional Information Ownership Assignments and Categories Revised April 10, 2025

Information (Data)	Ownership Level	* Information Category	Recommended Information Owner	UNT	UNT Health Science Center	UNT Dallas	UNT System Administration
Academic Information (student degree plans, advising information, etc.)	UNT System or Institution	Confidential Information	Provost	Provost	Provost	Provost	N/A
Applicant Admission Information	UNT System or Institution	Confidential Information	Provost	Admissions/Assoc. VP Enrollment Systems	Provost	Asst Dean of Admissions/VP for Enrollment Management	N/A
Asset Information	UNT System or Institution	Public Information	Controller	Chief Financial Officer	Chief Financial Officer	Chief Financial Officer	Vice Chancellor for Finance
Audit Information	UNT System	Confidential Information	Chief Internal Auditor	N/A	N/A	N/A	Chief Internal Auditor
Budget Information	UNT System or Institution	Public Information	Chief Budget Officer for UNT; Controller for HSC and Dallas	Institution Budget Officer	Institution Budget Officer	Institution Budget Officer	Associate Vice Chancellor for Budget and Planning
Contracts and Licenses	UNT System or Institution	Public Information	Chief Financial Officer	Chief Financial Officer	Chief Financial Officer	Chief Financial Officer	Vice Chancellor for Finance
Counseling Information (students)	UNT System or Institution	Confidential Information		Provost	Provost	Provost	N/A
Counseling Information (non-student and non-employee)	Institution	Confidential Information		VP of unit responsible for collection of information	VP of unit responsible for collection of information	VP of unit responsible for collection of information	N/A
Donor Information	UNT System or Institution	This information has potential to be placed into two categories. The information is Proprietary if the information is not personally identifiable (PII). It is Confidential Information if PII.	VP of Advancement	VP of Advancement	VP of Advancement	VP of Advancement	Vice Chancellor for Finance

Information (Data)	Ownership Level	* Information Category	Recommended Information Owner	UNT	UNT Health Science Center	UNT Dallas	UNT System Administration
Employee Information	UNT System	This information may be placed into two categories depending on type. The following information is Public Information: Employee name, sex, ethnicity, salary, title, dates of employment, and home and mailing addresses and home phone numbers or information that reveals whether the employee has family members (except when an employee has indicated in writing that he/she does not wish for this information to be disclosed. All other employee information is Confidential Information.	Campus HR Director/AVC of System HR	Deputy Chief Human Capital Officer	Deputy Chief Human Capital Officer	Deputy Chief Human Capital Officer	Deputy Chief Human Capital Officer
Facilities Information	UNT System or Institution	Proprietary Information	Head of Facilities	Head of Facilities	Head of Facilities	Head of Facilities	Head of Facilities
Financial Aid Information	UNT System or Institution	Confidential Information	Director of Financial Aid	Assistant Vice President for Student Financial Aid and Scholarships	Director of Financial Aid	Director of Financial Aid	N/A
Financial Information (Student Financials)	Institution	Confidential Information		Assistant Vice President for Student Financial Services	Director of Student Financial Services	Director of Student Business Services	N/A
Financial Information (general ledger, accounting)	UNT System or Institution	Public Information	Campus Chief Financial Officer or Controller	Chief Financial Officer	Chief Financial Officer	Chief Financial Officer	Vice Chancellor for Finance
Grants Information	Institution	Proprietary Information	VP of Research Services	VP of Research Services	VP of Research Services	UNT VP of Research Services	N/A
Health or Medical Information	UNT System or Institution	Confidential Information	VP or VC of unit responsible for collection of information	VP of unit responsible for collection of information	VP of unit responsible for collection of information	VP of unit responsible for collection of information	VC of unit responsible for collection of information

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Institutional Branding, Graphics, and Images	UNT System or Institution	Proprietary Information	VP/Dir of Marketing and Communications	VP/Dir of Marketing and Communications	VP/Dir of Marketing and Communications	VP/Dir of Marketing and Communications	VP/Dir of Marketing and Communications
IT Security Assessments, Security Risk Analysis, Computer Passwords, Computer Account Information, and System Logs	UNT System	Confidential Information	UNT System CIO	UNT System CIO	UNT System CIO	UNT System CIO	UNT System CIO
Law Enforcement Information	UNT System or Institution	Proprietary Information	Chief of Police	Chief of Police	Chief of Police	Chief of Police	Chief of Police
Lawyering Center Information	Institution	Confidential Information		N/A	N/A	Provost	N/A
Legal Information	UNT System	Confidential Information	Vice Chancellor and General Counsel	N/A	N/A	N/A	Vice Chancellor and General Counsel
Library Records (Patron information)	UNT System or Institution	This information may be Confidential depending on type. PII is Confidential. All other information may be Proprietary.	Dean or Director of Libraries	Dean	Director of Libraries	Provost	N/A
Library Records (Non-Patron information)	UNT System or Institution	Public Information	Dean or Director of Libraries	Dean	Director of Libraries	Provost	N/A
Payment Information (generated by the UNT System Controller's Office)	UNT System	This information may be confidential depending on type. PII is Confidential. All other information may be Proprietary.	Campus Chief Financial Officer or Controller	Sr. Associate Controller for Operations	Sr. Associate Controller for Operations	Sr. Associate Controller for Operations	Sr. Associate Controller
Payment Information (generated by units other than the UNT System Controller's Office)	UNT System or Institution	This information may be confidential depending on type. PII is Confidential. All other information may be Proprietary.	Unit Head	Unit head	Unit head	Unit head	Unit head
Payroll Information	UNT System	This information may be confidential depending on type. PII is Confidential. All other information may be Proprietary.	Campus Chief Financial Officer or Controller	Sr. Associate Controller for Operations	Sr. Associate Controller for Operations	Sr. Associate Controller for Operations	Sr. Associate Controller

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Policies	Institution	Public Information		Senior Vice President for Finance and Administration	Chief Compliance Officer	Executive Vice President of Administration and Chief Financial Officer	Vice Chancellor for Finance
Purchasing Information	UNT System	Public Information	Associate Vice Chancellor of BSC	Associate Vice Chancellor for Business Services, Chief Procurement Officer	Associate Vice Chancellor for Business Services, Chief Procurement Officer	Associate Vice Chancellor for Business Services, Chief Procurement Officer	Associate Vice Chancellor for Business Services, Chief Procurement Officer
Regulations	UNT System	Public Information		N/A	N/A	N/A	Vice Chancellor for Organizational Effectiveness & Chief Human Capital Officer
Research Information (Investigation and study of material and sources)	UNT System or Institution	This information may be Confidential depending on type. PII is Confidential. All other information may be Proprietary.	Provost	Provost	Provost	Chief Financial Officer	Vice Chancellor for Academic Affairs and Student Success
Research Information (Data analytics and institutional research data that is not owned by any other VC or VP)	UNT System or Institution	This information may be confidential depending on type. PII is Confidential. All other information may be Proprietary.		Vice President for Finance and Administration	Vice President for Strategy and Measurement	Executive Vice President for Finance and Administration and CFO	Vice Chancellor for Finance
Student Information	UNT System or Institution	Confidential. Student directory information is Public Information if flagged for each student. This must be verified for each individual student before disclosure.	Registrar	Registrar	Registrar	Registrar	N/A
Tax Information	UNT System	This type of information has potential to be categorized as Confidential, Proprietary, or Public depending on the type of information. Treatment varies depending on type.		N/A	N/A	N/A	Sr. Associate Controller

Information (Data)	Ownership Level	* Information Category	Recommended Information Owner	UNT	UNT Health Science Center	UNT Dallas	UNT System Administration
Travel Information	UNT System	All information except for some employee information is Public Information. Employee information is categorized as Confidential Information or Public Information depending on type. The following information is Public Information: Employee name, sex, ethnicity, salary, title, dates of employment, and home and mailing addresses and home phone numbers or information that reveals whether the employee has family members (except when an employee has indicated in writing that he does not wish this information to be disclosed. All other employee information is Confidential Information.	Chief Financial Officer or Campus Controller	Associate Vice Chancellor for Business Services, Chief Procurement Officer	Associate Vice Chancellor for Business Services, Chief Procurement Officer	Associate Vice Chancellor for Business Services, Chief Procurement Officer	Associate Vice Chancellor for Business Services, Chief Procurement Officer
Other Information Not Included in this list.	UNT System or Institution	This type of information has potential to be categorized as Confidential, Proprietary, or Public depending on the type of information. Treatment varies depending on type.	VP or VC of unit responsible for collection of information	VP of unit responsible for collection of information	VP of unit responsible for collection of information	VP of unit responsible for collection of information	VC of unit responsible for collection of information