Florida Gulf Coast University Board of Trustees
June 17, 2008

SUBJECT: FGCU-PR5.006 Employee Security and Background Checks

PROPOSED BOARD ACTION

Approve university regulation

BACKGROUND INFORMATION

The regulation, Employee Security and Background Checks, is being updated to reflect procedural changes at FGCU.

All state universities are required to utilize the Board of Governors (BOG) Regulation Development Procedure rather than the previous rule-making procedures instituted under the Administrative Procedures Act (APA). This updated FGCU measure assists in handling matters based upon current practices and expectations.

Supporting Documentation Included: FGCU-PR5.006 Employee Security and Background Checks

Prepared by: Director of Human Resources Steve Belcher

Legal Review by: General Counsel Vee Leonard (May 16, 2008)

Submitted by: Vice President for Administrative Services and Finance Joe Shepard
NOTICE OF REGULATORY ACTION
May 16, 2008

REGULATION TITLE:
Employee Security and Background Checks

REGULATION NO.:
FGCU-PR5.006

SUMMARY:
The regulation, Employee Security and Background Checks, is being updated to reflect procedural changes at FGCU.

FULL TEXT:
The full text of the regulation being proposed is attached and can also be found at http://www.fgcu.edu/generalcounsel/promulgation.asp

LAW IMPLEMENTED:
Section 110.1127 Florida Statutes

UNIVERSITY OFFICIAL INITIATING THE PROPOSED REVISED REGULATION:
Director, Human Resources

UNIVERSITY OFFICIAL APPROVING THE PROPOSED REGULATION:
Vice President of Administrative Services and Finance

PERSON TO BE CONTACTED REGARDING THE PROPOSED NEW REGULATION:
Diane St. John, Administrative Assistant, dstjohn@fgcu.edu; (239) 590-1101 (Phone), (239) 590-7470 (Facsimile); 10501 FGCU Blvd. South, Fort Myers, FL 33965-6565

ANY COMMENTS REGARDING THE PROPOSED NEW REGULATION SHOULD BE SUBMITTED IN WRITING ON OR BEFORE JUNE 2, 2008 BY 5:00 P.M. THE COMMENTS MUST IDENTIFY THE REGULATION ON WHICH YOU ARE COMMENTING.

THIS NOTICE WAS POSTED ON THE FGCU WEBSITE ON: MAY 16, 2008
5.006 Employee Security and Background Checks

(1) Applicants for certain positions of employment are subject to security and background checks, which may include fingerprinting, as a condition of employment and continued employment. The Director of Human Resources shall designate in writing the positions which require security and background checks based on the special trust, responsibility or location of the positions, and designate such within each applicable position description.

(2) For the purposes of this rule, security background investigations shall include, but not be limited to, employment history, reference history checks, checks of references, criminal records checks through law enforcement agencies, fingerprinting for all purposes required by Florida Statutes. Background investigations shall be conducted at the expense of the University.

Specific Authority 240.227(1), FS. Law Implemented 110.1127, 240.227(5), 240.227(19), FS. History -- New 4-17-97.

Action by Florida Gulf Coast University Board of Trustees: 
Approved: 06/17/08
Law Implemented:
110.1127
History of Rule:
New 04/17/97
History of Regulation: