

# LENOIR UNIVERSITY

## Policy and Procedure

Title: Privacy Policy

Division/Department: Administration and Business

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Lenoir-Rhyne University (LR) has created this privacy policy to demonstrate our commitment to privacy. The following discloses our information management practices for this website: [www.lr.edu](http://www.lr.edu).

Your privacy on the Internet is of the utmost importance. This privacy statement discloses information about the users of LR's web site, the information that we collect, the conditions surrounding the capture and use of that information, and how we use that information. We encourage you to read this privacy statement carefully to understand how we use your information.

### Procedure

#### Information Gathering and Storage

The web server software of our website does not collect or store any information about you. The only information we collect is the IP address of all computers that access our website. This information is then deleted from our systems. This information is used for security purposes and to gather statistical data of our website. We track and catalog the search engine results for the IP address of our users. We use this information to track and catalog the search engine results for our users.

LR gathers two types of information about users: registration information and information collected from our website. Registration information is collected and tracked. This data is only used for internal purposes and is not shared with any third parties.

#### External Links

This site contains links to other sites. LR is not responsible for the privacy policies of such Web sites.

#### Optional Registration Forms

Our site uses forms for visitors to request information, product information, or to place an order. The information provided on these forms is used to send the order form to the vendor. The information provided on these forms is also used to send the customer's contact information to the vendor. The information provided on these forms is also used to send the customer's contact information to the vendor.

# LENOIR RHYME UNIVERSITY

## Policy

### Choice/Opt-Out

Our site provides... we request information... This site gives users the following options for removing their information from our database... You can send email to [webmaster@lr.edu](mailto:webmaster@lr.edu) to discontinue mailings. Please be specific in your request.

### Personal Information

Some personal information, such as students' educational records and employees' personnel records, is largely protected from release. Human subjects is also protected from disclosure under various laws, regulations, and policies. What respects the connection between the collection, use, and disclosure of information and the intent of the... Please refer to state public records laws... any records that the university has made or received in the course of conducting state business unless there is a basis for maintaining the privacy of the requested records.

### Security

This site has security measures in place to protect against the loss and disclosure of information under the control of LRU.

### Author of Policy

Chief Information Officer


### Individuals Affected

All employees of the university

### Reviewed By/Concurrence From

Chief Information Officer  
VP Finance and Administration

### Approval



Chief Information Officer

Approval Date

Approval Date

Developed On: 10/28/2019

Note: Please review the recent version of the policy.