

Compliance Tips for the Month – January 2021

FERPA: Student Privacy Rights Reminders

As the new semester begins, the following are tips to remember regarding the rights of students under FERPA, as well as ways to mitigate the risk of noncompliance with student educational records privacy:

1. Students may file a complaint with the Office of University Counsel, MT One Stop, and/or the Office of Compliance and Enterprise Risk Management (“CAERM Office”) if they believe their FERPA rights have been violated. Allegations of FERPA noncompliance are investigated by the CAERM Office, with review by the Office of University Counsel. ITD Security also reviews FERPA issues of noncompliance involving data security.
2. Students have the right to send a complaint to the federal Student Privacy Office. The federal Student Privacy Office will then send a copy of the student’s complaint to the University.
3. Whenever possible, speak to a student privately regarding their individual grades and/or progress in a class rather than discussing such matters around other students or within the hearing of others not involved in the student’s educational progress or records.
4. Ensure that student educational records are secure, whether in paper-format or electronically.

Third Party Claims Vendor – Same Auto-Accident Reporting Number

On January 6, 2021, the State Division of Claims and Risk Management and the Department of Treasury announced their partnership with CorVel Corporation (“CorVel”), who will serve as the State’s third party administrator for claims management and tort claims.

State employees will still utilize the same number for reporting auto-accidents (1-855-253-0629); however, any auto-accidents, slip-and-falls, or claims for damages will be reported to CorVel for tracking and investigation of claims. State employees must also continue to report any auto-accidents within 24 hours of the event to avoid financial penalties to the University.

For additional information on the auto-accident reporting procedures involving CorVel, please contact the Office of Compliance and Enterprise Risk Management at caerm@mtsu.edu.