



FGCU REGULATION 5.006

*Effective Date
of Regulation:*

Criminal and Background Checks

May 5, 2020

A. GENERAL STATEMENT

Current employees and candidates for positions of employment will be subject to a Level 1 Criminal Background Check as a condition of employment and continued employment. As appropriate, the Vice President for Administrative Services and Finance, or designee, will designate additional positions or appointments 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. Candidates for employment for designated positions of special trust, responsibility, or location of the positions, will also be subject to a Level 2 Criminal Background Check, including fingerprinting.

B. DEFINITIONS

1. *Level 1 Criminal Background Check:* For the purposes of this Regulation, a Level 1 Criminal Background Check shall encompass a criminal records check through a third party provider, and includes a seven-year county criminal history search, a Florida Department of Law Enforcement (FDLE) statewide search, a national criminal database search, and the Dru Sjodin National Sex Offender search.
2. *Level 2 Criminal Background Check:* For the purposes of this Regulation, a Level 2 Criminal Background Check shall encompass a criminal records check through law enforcement agencies, and includes fingerprinting for statewide criminal history records checks through the Florida Department of Law Enforcement, and national criminal history records checks through the Federal Bureau of Investigation (FBI), and may include local criminal records checks through local law enforcement agencies.

C. EXCLUSIONS AND FEES

1. This Regulation excludes employment reference checks or any other type of background check which may be a requirement of the position.
2. Background checks for employment, exclusive of background checks for camps and other specialized departmental programs requiring background checks, will be conducted at the expense of the University.

Authority

Section 110.1127, Florida Statutes

History of Regulation

New 06/17/08; Amended 09/18/12; Amended 04/09/19; Amended 05/05/20

Approved by Florida Gulf Coast University Board of Trustees

May 5, 2020