



Qualtrics Brand Administrator Agreement

Western's Qualtrics Brand Administrators shall respect the privacy of users and not access user accounts or data without express permission of the user. Exceptions can be made with the approval of the Chief Information Officer for cases involving: Institutional Review Board violations (in collaboration with Vice Provost for Research); legal issues (in collaboration with Assistant Attorney General's office); and requests for records that may be disclosed under the Public Records Act (in collaboration with the user & Public Records Officer). Protected research data is exempt from disclosure under the Public Records Act.

Receipt of this agreement by the Information Security Officer in the office of the Vice Provost for Information Technology is required prior to obtaining Qualtrics brand administrator status for Western's license.

I have read and agree to comply with this statement.

Name

Signature

Date