



University of Wisconsin
Stevens Point

**UNIVERSITY OF WISCONSIN – STEVENS POINT
PUBLIC RECORDS NOTICE, WIS. STAT. § 19.34(2)**

The University of Wisconsin – Stevens Point is created and exists pursuant to Chapter 36 of the Wisconsin Statutes. The University of Wisconsin – Stevens Point is governed by the Board of Regents of the University of Wisconsin and is directed by the Chancellor of the University of Wisconsin-Stevens Point. *See Wis. Stat. § 36.09(2).*

The University of Wisconsin – Stevens Point has designated a Custodian of Public Records to meet its obligations under Wisconsin public records laws. Members of the public may obtain information and access to or copies of public records by making a request of the Records Custodian during regular office hours of Monday through Friday, 8:00 a.m. to 4:30 p.m.:

Robert Manzke
Chief of Staff
Office of the Chancellor
University of Wisconsin-Stevens Point
213 Old Main
2100 Main Street
Stevens Point, WI 54481
Primary email address: rmanzke@uwsp.edu

The University of Wisconsin – Stevens Point may bill requesters \$.25 for each copy made, but will not charge reproduction costs for electronic copies of records that exist in electronic format. A location fee may be charged if the cost to locate the record(s) in question is \$50.00 or more. Location fees will be calculated at the hourly salary and benefit rate for the lowest-paid employee capable of performing the task. No fee will be charged for the cost of reviewing records for possible redaction or removal of confidential information. Requests which exceed a total cost of \$5.00 may require prepayment. All requests will be processed as soon as practicable and without delay.