



Agency Records Disposition Schedule

Department: Department of Higher Education
Division: Missouri State University

Section: Office of General Counsel
Sub-Section:

TITLE: Attorney Work papers	CUTOFF:
DESCRIPTION: Attorney Work papers	RETENTION: Years: 10 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 18564	SERIES STATUS: Approved
	APPROVAL DATE: 02/23/1987
TITLE: Briefs	CUTOFF:
DESCRIPTION: Briefs	RETENTION: Years: 10 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 18570	SERIES STATUS: Approved
	APPROVAL DATE: 02/23/1987
TITLE: Court Files - copies - originals filed in state or federal courts	CUTOFF:
DESCRIPTION: Court Files - copies - originals filed in state or federal courts	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 18568	SERIES STATUS: Approved
	APPROVAL DATE: 02/23/1987
TITLE: Federal Case Files	CUTOFF:
DESCRIPTION: Federal Case Files	RETENTION: Years: 10 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 18567	SERIES STATUS: Approved
	APPROVAL DATE: 02/23/1987



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Sub-Section:

TITLE: Fiscal Notes	CUTOFF:
DESCRIPTION: Fiscal Notes	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 18571	SERIES STATUS: Approved
	APPROVAL DATE: 02/23/1987
TITLE: Formal Opinions	CUTOFF:
DESCRIPTION: Formal Opinions	RETENTION: Years: 10 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 18563	SERIES STATUS: Approved
	APPROVAL DATE: 02/23/1987
TITLE: Outside Counsel Files - files that are maintained on outside counsel, such as billing records and correspondence to and from them either on a case-specific basis or pertaining in general to the general	CUTOFF:
DESCRIPTION: Outside Counsel Files - files that are maintained on outside counsel, such as billing records and correspondence to and from them either on a case-specific basis or pertaining in general to the general counsel's relationship with them	RETENTION: Years: 5 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 18565	SERIES STATUS: Approved
	APPROVAL DATE: 02/23/1987
TITLE: Project Files	CUTOFF:
DESCRIPTION: Project Files	RETENTION: Years: 10 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 18566	SERIES STATUS: Approved
	APPROVAL DATE: 02/23/1987



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Department: Department of Higher Education

Section: Office of General Counsel

Division: Missouri State University

Sub-Section:

TITLE: Returns of Writs of Review

CUTOFF:

DESCRIPTION: Returns of Writs of Review

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES #: 18569

SERIES STATUS: Approved

APPROVAL DATE:

02/23/1987
