



Agency Records Disposition Schedule

Department: Department of Higher Education

Section: College of Health and Applied Sciences

Division: Missouri State University

Sub-Section:

TITLE: Administrative Directives and Minutes - Dean's Council, HAS Administrative Council, Board of Regents (copy) - original in originating office	CUTOFF:	
DESCRIPTION: Administrative Directives and Minutes - Dean's Council, HAS Administrative Council, Board of Regents (copy) - original in originating office	RETENTION: Years: 3 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 12161	SERIES STATUS: Approved	APPROVAL DATE: 10/14/1987
TITLE: Affiliate Agreements and Contracts with Other Institutions (copy) - Original in Bursar's Office	CUTOFF:	
DESCRIPTION: Affiliate Agreements and Contracts with Other Institutions (copy) - Original in Bursar's Office	RETENTION: Years: 3 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 12162	SERIES STATUS: Approved	APPROVAL DATE: 10/14/1987
TITLE: Annual Reports of Departmental Activities (1 copy)	CUTOFF: EOSFY	
DESCRIPTION: Annual Reports of Departmental Activities (1 copy)	RETENTION: Years: Months: Days:	
NOTES:	DISPOSITION ACTION: Permanent	
SERIES #: 12166	SERIES STATUS: Approved	APPROVAL DATE: 10/14/1987
TITLE: Clinic and Workshop Information	CUTOFF:	
DESCRIPTION: Clinic and Workshop Information	RETENTION: Years: 3 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 12169	SERIES STATUS: Approved	APPROVAL DATE: 10/14/1987



Agency Records Disposition Schedule

Department: Department of Higher Education
Division: Missouri State University

Section: College of Health and Applied Sciences
Sub-Section:

TITLE: College Council Minutes (copy) - original in Faculty Senate Office	CUTOFF:
DESCRIPTION: College Council Minutes (copy) - original in Faculty Senate Office	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 12167	SERIES STATUS: Approved
	APPROVAL DATE: 10/14/1987
TITLE: College of Health and Applied Sciences Research Records	CUTOFF:
DESCRIPTION: College of Health and Applied Sciences Research Records	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 12164	SERIES STATUS: Approved
	APPROVAL DATE: 10/14/1987
TITLE: Course and Faculty Proposals	CUTOFF:
DESCRIPTION: Course and Faculty Proposals	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 12168	SERIES STATUS: Approved
	APPROVAL DATE: 10/14/1987
TITLE: Faculty Senate minutes (copy) Original In Faculty Senate	CUTOFF:
DESCRIPTION: Faculty Senate minutes (copy) Original In Faculty Senate	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 12174	SERIES STATUS: Approved
	APPROVAL DATE: 10/14/1987



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Department: Department of Higher Education

Section: College of Health and Applied Sciences

Division: Missouri State University

Sub-Section:

TITLE: Faculty Travel Request and Expense Reports (copy) original in Financial Services	CUTOFF:		
DESCRIPTION: Faculty Travel Request and Expense Reports (copy) original in Financial Services	RETENTION: Years: 3 Months: 0 Days: 0		
NOTES:	DISPOSITION ACTION: Destroy		
SERIES #: 12171	SERIES STATUS: Approved	APPROVAL DATE:	10/14/1987
TITLE: Grade Records, Incomplete Grade Files, Excess Hours, Course Substitutions and Waivers, Undergraduate Program Information	CUTOFF:		
DESCRIPTION: Grade Records, Incomplete Grade Files, Excess Hours, Course Substitutions and Waivers, Undergraduate Program Information	RETENTION: Years: 3 Months: 0 Days: 0		
NOTES:	DISPOSITION ACTION: Destroy		
SERIES #: 12180	SERIES STATUS: Approved	APPROVAL DATE:	10/14/1987
TITLE: Information Concerning Prospective personnel	CUTOFF:		
DESCRIPTION: Information Concerning Prospective personnel	RETENTION: Years: 3 Months: 0 Days: 0		
NOTES:	DISPOSITION ACTION: Destroy		
SERIES #: 12172	SERIES STATUS: Approved	APPROVAL DATE:	10/14/1987
TITLE: Masters Degree Program, Graduate Studies Information	CUTOFF:		
DESCRIPTION: Masters Degree Program, Graduate Studies Information	RETENTION: Years: 3 Months: 0 Days: 0		
NOTES:	DISPOSITION ACTION: Destroy		
SERIES #: 12178	SERIES STATUS: Approved	APPROVAL DATE:	10/14/1987



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Department: Department of Higher Education

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Division: Missouri State University

Sub-Section:

TITLE: Reappointment, Rand, Tenure Recommendations	CUTOFF:
DESCRIPTION: Reappointment, Rand, Tenure Recommendations	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 12176	SERIES STATUS: Approved
	APPROVAL DATE: 10/14/1987
TITLE: Research Information Conducted by Faculty Members	CUTOFF:
DESCRIPTION: Research Information Conducted by Faculty Members	RETENTION: Years: 10 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 12173	SERIES STATUS: Approved
	APPROVAL DATE: 10/14/1987
TITLE: Scholastic Action Record Card (copy) - original in Admissions and Records Office	CUTOFF:
DESCRIPTION: Scholastic Action Record Card (copy) - original in Admissions and Records Office	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 12181	SERIES STATUS: Approved
	APPROVAL DATE: 10/14/1987
TITLE: Staff Needs and Recruitment Records	CUTOFF:
DESCRIPTION: Staff Needs and Recruitment Records	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 12175	SERIES STATUS: Approved
	APPROVAL DATE: 10/14/1987



Agency Records Disposition Schedule

Department: Department of Higher Education

Section: College of Health and Applied Sciences

Division: Missouri State University

Sub-Section:

TITLE: Summary of Expenditures (copy) - original in Financial Services

CUTOFF:

DESCRIPTION: Summary of Expenditures (copy) - original in Financial Services

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES #: 12163

SERIES STATUS: Approved

APPROVAL DATE:

10/14/1987

TITLE: Surveys, Seminars, Exchange Programs Information

CUTOFF:

DESCRIPTION: Surveys, Seminars, Exchange Programs Information

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES #: 12177

SERIES STATUS: Approved

APPROVAL DATE:

10/14/1987
