



Agency Records Disposition Schedule

Department: Department of Higher Education

Section: Dean of Students

Division: Truman State University

Sub-Section:

TITLE: Campus Activities materials	CUTOFF:		
DESCRIPTION: Campus Activities materials	RETENTION: Years: 1 Months: 0 Days: 0		
NOTES:	DISPOSITION ACTION: Destroy		
SERIES #: 11620	SERIES STATUS: Approved	APPROVAL DATE:	03/13/1989
TITLE: Committee Reports	CUTOFF:		
DESCRIPTION: Committee Reports	RETENTION: Years: 3 Months: 0 Days: 0		
NOTES:	DISPOSITION ACTION: Destroy		
SERIES #: 11619	SERIES STATUS: Approved	APPROVAL DATE:	03/13/1989
TITLE: Management and financial reports	CUTOFF:		
DESCRIPTION: Management and financial reports	RETENTION: Years: 3 Months: 0 Days: 0		
NOTES:	DISPOSITION ACTION: Destroy		
SERIES #: 11624	SERIES STATUS: Approved	APPROVAL DATE:	03/13/1989
TITLE: Memos from and to Student Affairs and other offices	CUTOFF:		
DESCRIPTION: Memos from and to Student Affairs and other offices	RETENTION: Years: 3 Months: 0 Days: 0		
NOTES:	DISPOSITION ACTION: Destroy		
SERIES #: 11621	SERIES STATUS: Approved	APPROVAL DATE:	03/13/1989



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Sub-Section:

TITLE: Policy Memos	CUTOFF: EOSFY
DESCRIPTION: Policy Memos	RETENTION: Years: Months: Days:
NOTES:	DISPOSITION ACTION: Permanent
SERIES #: 11622 SERIES STATUS: Approved	APPROVAL DATE: 03/13/1989
TITLE: Records and Reports	CUTOFF: EOSFY
DESCRIPTION: Records and Reports	RETENTION: Years: Months: Days:
NOTES:	DISPOSITION ACTION: Permanent
SERIES #: 11623 SERIES STATUS: Approved	APPROVAL DATE: 03/13/1989
TITLE: Student personnel Files - copies	CUTOFF:
DESCRIPTION: Student personnel Files - copies	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 11618 SERIES STATUS: Approved	APPROVAL DATE: 03/13/1989