



### Agency Records Disposition Schedule

Department: Department of Higher Education

Section: Dean, Undergraduate Studies

Division: Northwest Missouri State University

Sub-Section:

<b>TITLE:</b> Budget Records - Original in Business Office	<b>CUTOFF:</b>	
<b>DESCRIPTION:</b> Budget Records - Original in Business Office	<b>RETENTION:</b> Years: 3 Months: 0 Days: 0	
<b>NOTES:</b>	<b>DISPOSITION ACTION:</b> Destroy	
<b>SERIES #:</b> 11441	<b>SERIES STATUS:</b> Approved	<b>APPROVAL DATE:</b> 05/18/1983
<b>TITLE:</b> Departmental Files - memos to various departments, copies of budget, policy recommendations, lists of student employees	<b>CUTOFF:</b>	
<b>DESCRIPTION:</b> Departmental Files - memos to various departments, copies of budget, policy recommendations, lists of student employees	<b>RETENTION:</b> Years: 3 Months: 0 Days: 0	
<b>NOTES:</b>	<b>DISPOSITION ACTION:</b> Destroy	
<b>SERIES #:</b> 11445	<b>SERIES STATUS:</b> Approved	<b>APPROVAL DATE:</b> 05/18/1983
<b>TITLE:</b> Faculty Files - correspondence with faculty members	<b>CUTOFF:</b>	
<b>DESCRIPTION:</b> Faculty Files - correspondence with faculty members	<b>RETENTION:</b> Years: 3 Months: 0 Days: 0	
<b>NOTES:</b>	<b>DISPOSITION ACTION:</b> Destroy	
<b>SERIES #:</b> 11446	<b>SERIES STATUS:</b> Approved	<b>APPROVAL DATE:</b> 05/18/1983
<b>TITLE:</b> General Information - Faculty Council Minutes, bulletins - Chairman's meeting minutes - Original in Vice President for academic affairs office	<b>CUTOFF:</b> EOSFY	
<b>DESCRIPTION:</b> General Information - Faculty Council Minutes, bulletins - Chairman's meeting minutes - Original in Vice President for academic affairs office	<b>RETENTION:</b> Years: Months: Days:	
<b>NOTES:</b>	<b>DISPOSITION ACTION:</b> Permanent	
<b>SERIES #:</b> 11442	<b>SERIES STATUS:</b> Approved	<b>APPROVAL DATE:</b> 05/18/1983



### Agency Records Disposition Schedule

Department: Department of Higher Education

Section: Dean, Undergraduate Studies

Division: Northwest Missouri State University

Sub-Section:

<b>TITLE:</b> Graduate Program Information	<b>CUTOFF:</b>	
<b>DESCRIPTION:</b> Graduate Program Information	<b>RETENTION:</b> Years: 3 Months: 0 Days: 0	
<b>NOTES:</b>	<b>DISPOSITION ACTION:</b> Destroy	
<b>SERIES #:</b> 11443	<b>SERIES STATUS:</b> Approved	<b>APPROVAL DATE:</b> 05/18/1983
<b>TITLE:</b> Groups/Organizations File - information regarding	<b>CUTOFF:</b>	
<b>DESCRIPTION:</b> Groups/Organizations File - information regarding	<b>RETENTION:</b> Years: 3 Months: 0 Days: 0	
<b>NOTES:</b>	<b>DISPOSITION ACTION:</b> Destroy	
<b>SERIES #:</b> 11448	<b>SERIES STATUS:</b> Approved	<b>APPROVAL DATE:</b> 05/18/1983
<b>TITLE:</b> Off-Campus Offerings - course listings, location, instructor number of students enrolled (copy - Original in office of Continuing Education - Vice President for academic affairs	<b>CUTOFF:</b>	
<b>DESCRIPTION:</b> Off-Campus Offerings - course listings, location, instructor number of students enrolled (copy - Original in office of Continuing Education - Vice President for academic affairs	<b>RETENTION:</b> Years: 3 Months: 0 Days: 0	
<b>NOTES:</b>	<b>DISPOSITION ACTION:</b> Destroy	
<b>SERIES #:</b> 11444	<b>SERIES STATUS:</b> Approved	<b>APPROVAL DATE:</b> 05/18/1983
<b>TITLE:</b> Rank Tenure Recommendations - List of faculty members eligible for tenure and action taken. Original in Vice President for Academic affairs office	<b>CUTOFF:</b> EOSFY	
<b>DESCRIPTION:</b> Rank Tenure Recommendations - List of faculty members eligible for tenure and action taken. Original in Vice President for Academic affairs office	<b>RETENTION:</b> Years: Months: Days:	
<b>NOTES:</b>	<b>DISPOSITION ACTION:</b> Permanent	
<b>SERIES #:</b> 11447	<b>SERIES STATUS:</b> Approved	<b>APPROVAL DATE:</b> 05/18/1983