



Agency Records Disposition Schedule

Department: Department of Higher Education

Section: Department of Residential Life

Division: University of Central Missouri

Sub-Section:

TITLE: Council Records of Standing and Ad Hoc Committees	CUTOFF:
DESCRIPTION: Council Records of Standing and Ad Hoc Committees	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 13112	SERIES STATUS: Approved
	APPROVAL DATE: 12/01/1981
TITLE: Employee Rental Account Cards - Record of rental payments in employee housing	CUTOFF:
DESCRIPTION: Employee Rental Account Cards - Record of rental payments in employee housing	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 11084	SERIES STATUS: Approved
	APPROVAL DATE: 12/01/1981
TITLE: Housing Change Forms - Used to charge or credit a student's account at Revenue Office	CUTOFF:
DESCRIPTION: Housing Change Forms - Used to charge or credit a student's account at Revenue Office	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 11085	SERIES STATUS: Approved
	APPROVAL DATE: 12/01/1981
TITLE: Individual's Residence Hall File - Application contract, check-in and check-out cards, financial settlements, etc.	CUTOFF:
DESCRIPTION: Individual's Residence Hall File - Application contract, check-in and check-out cards, financial settlements, etc.	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 11083	SERIES STATUS: Approved
	APPROVAL DATE: 12/01/1981



Agency Records Disposition Schedule

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Sub-Section:

TITLE: Married Student's Housing File - Application, contract financial settlements, etc.	CUTOFF:	
DESCRIPTION: Married Student's Housing File - Application, contract financial settlements, etc.	RETENTION: Years: 3 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 11082	SERIES STATUS: Approved	APPROVAL DATE: 12/01/1981
TITLE: Records of Interfraternity Council	CUTOFF:	
DESCRIPTION: Records of Interfraternity Council	RETENTION: Years: 3 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 13111	SERIES STATUS: Approved	APPROVAL DATE: 12/01/1981
TITLE: Records of Panhellenic Council	CUTOFF:	
DESCRIPTION: Records of Panhellenic Council	RETENTION: Years: 3 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 13110	SERIES STATUS: Approved	APPROVAL DATE: 12/01/1981
TITLE: Student Personnel Files - Records of student discipline problems and action taken as a result of said problems	CUTOFF:	
DESCRIPTION: Student Personnel Files - Records of student discipline problems and action taken as a result of said problems	RETENTION: Years: 3 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 11086	SERIES STATUS: Approved	APPROVAL DATE: 12/01/1981