



Agency Records Disposition Schedule

Department: Department of Higher Education
Division: Northwest Missouri State University

Section: Horance Mann Learning Center
Sub-Section:

TITLE: Budget Planning	CUTOFF:		
DESCRIPTION: Budget Planning	RETENTION: Years: 3 Months: 0 Days: 0		
NOTES:	DISPOSITION ACTION: Destroy		
SERIES #: 11365	SERIES STATUS: Approved	APPROVAL DATE:	12/17/1974
TITLE: Budget, Active	CUTOFF:		
DESCRIPTION: Budget, Active	RETENTION: Years: 3 Months: 0 Days: 0		
NOTES:	DISPOSITION ACTION: Destroy		
SERIES #: 11366	SERIES STATUS: Approved	APPROVAL DATE:	12/17/1974
TITLE: Course Syllabi	CUTOFF:		
DESCRIPTION: Course Syllabi	RETENTION: Years: 5 Months: 0 Days: 0		
NOTES:	DISPOSITION ACTION: Destroy		
SERIES #: 11360	SERIES STATUS: Approved	APPROVAL DATE:	12/17/1974
TITLE: Curriculum Proposals	CUTOFF:		
DESCRIPTION: Proposals	RETENTION: Years: 3 Months: 0 Days: 0		
NOTES:	DISPOSITION ACTION: Destroy		
SERIES #: 11362	SERIES STATUS: Approved	APPROVAL DATE:	12/17/1974



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Section: Horance Mann Learning Center
Sub-Section:

TITLE: Curriculum Schedules	CUTOFF:	
DESCRIPTION: Schedules	RETENTION: Years: 3 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 11363	SERIES STATUS: Approved	APPROVAL DATE: 12/17/1974
TITLE: Directives	CUTOFF:	
DESCRIPTION: Directives	RETENTION: Years: 3 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 11356	SERIES STATUS: Approved	APPROVAL DATE: 12/17/1974
TITLE: Federal Programs - Grants	CUTOFF:	
DESCRIPTION: Federal Programs - Grants	RETENTION: Years: 3 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 11368	SERIES STATUS: Approved	APPROVAL DATE: 12/17/1974
TITLE: Federal Reports - NDEA Title Reports (copy) original in President for Administration Office	CUTOFF:	
DESCRIPTION: Federal - NDEA Title Reports (copy) original in President for Administration Office	RETENTION: Years: 3 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 11374	SERIES STATUS: Approved	APPROVAL DATE: 12/17/1974



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Section: Horance Mann Learning Center
Sub-Section:

TITLE: Field Trips	CUTOFF:
DESCRIPTION: Field Trips	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 11361	SERIES STATUS: Approved
	APPROVAL DATE: 12/17/1974
TITLE: Memoranda	CUTOFF:
DESCRIPTION: Memoranda	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 11357	SERIES STATUS: Approved
	APPROVAL DATE: 12/17/1974
TITLE: Minutes of Children's Reading Clinic Meetings	CUTOFF: EOSFY
DESCRIPTION: Minutes of Children's Reading Clinic Meetings	RETENTION: Years: Months: Days:
NOTES:	DISPOSITION ACTION: Permanent
SERIES #: 11358	SERIES STATUS: Approved
	APPROVAL DATE: 12/17/1974
TITLE: Project Proposals (Funded) title I- VI Projects Active	CUTOFF:
DESCRIPTION: Active	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 11370	SERIES STATUS: Approved
	APPROVAL DATE: 12/17/1974



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Sub-Section:

TITLE: Project Proposals (Funded) title I- VI Projects Inactive	CUTOFF:	
DESCRIPTION: Inactive	RETENTION: Years: 3 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 11371	SERIES STATUS: Approved	APPROVAL DATE: 12/17/1974
TITLE: Purchase Requests - (copy) Original in Office of Business Manager	CUTOFF:	
DESCRIPTION: Purchase Requests - (copy) Original in Office of Business Manager	RETENTION: Years: 3 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 11367	SERIES STATUS: Approved	APPROVAL DATE: 12/17/1974
TITLE: State Reports - Budgets, appropriations, hot lunch program records	CUTOFF:	
DESCRIPTION: State - Budgets, appropriations, hot lunch program records	RETENTION: Years: 3 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 11373	SERIES STATUS: Approved	APPROVAL DATE: 12/17/1974
TITLE: Student Academic Record	CUTOFF: EOSFY	
DESCRIPTION: Student Academic Record	RETENTION: Years: Months: Days:	
NOTES:	DISPOSITION ACTION: Permanent	
SERIES #: 11377	SERIES STATUS: Approved	APPROVAL DATE: 12/17/1974



Agency Records Disposition Schedule

Department: Department of Higher Education
Division: Northwest Missouri State University

Section: Horance Mann Learning Center
Sub-Section:

TITLE: Student Employees (Secretary)

CUTOFF:

DESCRIPTION: Employees (Secretary)

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES #: 11376

SERIES STATUS: Approved

APPROVAL DATE:

12/17/1974
