



Agency Records Disposition Schedule

Department: Department of Higher Education
Division: Missouri State University

Section: West Plains Campus
Sub-Section:

TITLE: Annual Reports	CUTOFF: EOSFY
DESCRIPTION: Annual Reports	RETENTION: Years: Months: Days:
NOTES:	DISPOSITION ACTION: Permanent
SERIES #: 12408 SERIES STATUS: Approved	APPROVAL DATE: 02/23/1987
TITLE: Class Schedules	CUTOFF: EOSFY
DESCRIPTION: Class Schedules	RETENTION: Years: Months: Days:
NOTES:	DISPOSITION ACTION: Permanent
SERIES #: 12409 SERIES STATUS: Approved	APPROVAL DATE: 02/23/1987
TITLE: Expense Account Files	CUTOFF:
DESCRIPTION: Expense Account Files	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 12416 SERIES STATUS: Approved	APPROVAL DATE: 02/23/1987
TITLE: Federal Proposals - Grant Requests - (copy) original in Main Campus Financial Office	CUTOFF:
DESCRIPTION: Federal Proposals - Grant Requests - (copy) original in Main Campus Financial Office	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 12410 SERIES STATUS: Approved	APPROVAL DATE: 02/23/1987



Agency Records Disposition Schedule

Department: Department of Higher Education
Division: Missouri State University

Section: West Plains Campus
Sub-Section:

TITLE: Financial Reports - (copy) original in Vice President for Financial Services	CUTOFF:
DESCRIPTION: Financial Reports - (copy) original in Vice President for Financial Services	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 12414 SERIES STATUS: Approved	APPROVAL DATE: 02/23/1987
TITLE: Physical Plant - information files dealing with campus structures	CUTOFF: EOSFY
DESCRIPTION: Physical Plant - information files dealing with campus structures	RETENTION: Years: Months: Days:
NOTES:	DISPOSITION ACTION: Permanent
SERIES #: 12411 SERIES STATUS: Approved	APPROVAL DATE: 02/23/1987
TITLE: Purchase Request Files	CUTOFF:
DESCRIPTION: Purchase Request Files	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 12417 SERIES STATUS: Approved	APPROVAL DATE: 02/23/1987
TITLE: Student Loan and Financial Aid Files	CUTOFF:
DESCRIPTION: Student Loan and Financial Aid Files	RETENTION: Years: 7 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 12415 SERIES STATUS: Approved	APPROVAL DATE: 02/23/1987



Agency Records Disposition Schedule

Department: Department of Higher Education

Section: West Plains Campus

Division: Missouri State University

Sub-Section:

TITLE: Student Organization Fund Files

CUTOFF:

DESCRIPTION: Student Organization Fund Files

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES #: 12419

SERIES STATUS: Approved

APPROVAL DATE:

02/23/1987
