

Retention and Classification Report

Agency: Salt Lake Community College (Utah). Office of Instructional Support (1250)

Salt Lake Community College
P.O. Box 30808 4600 So. Redwood Rd.
Salt Lake City, UT 84130-0808
801-967-4198

Records Officer: _____

21839 *Administrative records

AGENCY: Salt Lake Community College (Utah). Office of Instructional Support

SERIES: 21839

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TITLE: Administrative records

DATES: 1977-1988.

ARRANGEMENT: None.

DESCRIPTION:

1977 planning and research files (correspondence and computer files); 1983-1985 planning and research budget, research, and correspondence files; 1981-1985 planning and research files, misc. committee files; appraisal files for faculty, professional, and classified employees; vocational accreditation manuals 1969-1986; Business Affairs Council 1987-1988; Job Classification and Titles Committee documents and reports.

RETENTION:

Permanent. Retain for 1 year(s)

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in State Archives permanently with authority to weed.

APPRAISAL:

These records have administrative, and/or historical value(s).

PRIMARY DESIGNATION:

Public