545.001 Faculty Work Files (Originals)

Dates: 1991-
Volume: 18 Cubic Feet
Annual Accumulation: 2 Cubic Feet
Arrangement: Alphabetical by Topic

Contents include manuscripts, articles for publication, memos, and supporting correspondence

Recommendation: Retain in office for three (3) years, then transfer to the University Archives for permanent retention.

Disposition Approved 8/20/08