

RECORDS RETENTION AND DISPOSAL SCHEDULE

| Board of Trustees State Universities and Colleges | | Higher Education |
|--|--|------------------------------------|
| AGENCY | | DIVISION |
| Item No. | Description | Retention |
| 4 | Bond Statements - Maryland National Bank 12/31/81 - 6/30/86 1985 Series A Year-end 1985-86 Student Union Revenue Fund - Year-end 1977-1985 1985 Series A Monthly 6/30/85 - 6/30/86 Bond Statements, Equitable 7/31/82 - 6/30/86 | Retain permanently |
| 5 | Financial Statements - Board & College 1980-1986 Financial Statements - Consolidated Student Union 4/30/80 - 6/30/83 | Retain permanently |
| 6 | Legislative Audits/Federal Fund Audits by Institution | Retain for (10) years then destroy |
| 7 | Foundation Audits by Institution | Retain permanently |

Schedule Approved by Department,
Agency, or Division Representative

Schedule Authorized by
Hall of Records Commission

9/25/87 *Lionarda B. Tyler* ^{Fiscal} administrator
Date Signature Title

8/20/87 *[Signature]*
Date State Archivist