

## STATE OF TEXAS

SLR 105  
Form SLR105C must  
accompany this form

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## Records Retention Schedule

2. Agency Code		3. Agency Name		7. Retention Period		8. Archival		10. TSLAC Only	
724		The University of Texas at El Paso		Office	Storage	Total	9. Remarks		
4. Records Series Item #	5. Dept. Series Item #	6. Record Series Title							
1.1.069	LBA07	REPORTS - FACULTY WORKLOADS.		1 YR		1 YR			
	LBA25	ACADEMIC ACTION AUTHORIZATIONS, DISMISSALS.		PM		PM	PM=PER UT BOARD OF REGENTS RULE 50101, SECTION 8 (SOURCE: <a href="http://www.utsystem.edu/bor/rules/50000Series/50101.pdf">http://www.utsystem.edu/bor/rules/50000Series/50101.pdf</a> ).		
	LBA28	CURRICULUM CHANGE AUTHORIZATIONS.		AC+5		AC+5	AC=AFTER GRADUATION OR DATE OF LAST ATTENDANCE. SEE REFERENCE ALL075.		
1.1	LIB04	LIBRARY ONLINE CATALOG.		US		US			
5.4.012	LIB09	SECURITY ACCESS RECORDS.		AC+2		AC+2	AC=UNTIL SUPERSEDED OR DATE OF TERMINATION - WHICHEVER SOONER.		

**Codes:**

AC=After Close AV= Administratively Valuable  
 CE=Calendar Yr End FE=Fiscal Yr End  
 LA=Life of Asset MO=Months  
 PM=Permanent US=Until Superseded

I=Retain in Archives  
 O=Review by Archivist