



BP 3310 Records Retention and Destruction

References:

Federal Rules of Civil Procedure, Rules 16, 26, 33, 34, 37, and 45;
NWCCU 2020 Standards 2.D.7
ORS 192.005 – ORS 192.170
OAR 166-450-0000 – OAR 166-450-0125

The college president shall establish administrative procedures to assure the retention and destruction of all Rogue Community College's records, including electronically stored information as defined by the Federal Rules of Civil Procedure and Oregon law. Such records shall include, but not be limited to, student records, employment records, and financial records.

Rescinds Policy Number: III.A.080

Adopted: March 19, 2019

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