

California State University, Fresno
RECORDS/INFORMATION RETENTION and DISPOSITION SCHEDULE

Record Series Identifier	Record Series Name								
8.0 ACADEMIC PERSONNEL									
Record Identifier	Record Title	Custodian of Records	Record Value: O - Operational					Retention Source Authority	Retention Period
			O	F	L	H	V		
8.1	Difference-in-Pay Applications & Responses	Provost delegated to College or School Dean	X	X	X			28 U.S.C. Section 1658	5 years after separation from CSU
8.2	Chancellor's Doctoral Incentive Program/ Forgivable Loan Program Applications	Dean of Graduate Studies	X		X				6 years after loan repayment
8.3	Faculty Early Retirement Program Applications and Assignments	Provost delegated to College or School Dean	X	X	X			28 U.S.C. Section 1658	5 years after separation from CSU (as a FERP participant)
8.4	Faculty Exchange	Provost delegated to College or School Dean	X		X			28 U.S.C. Section 1658	5 years after separation from CSU
8.5	Faculty grant records	Foundation	X	X	X			28 U.S.C. Section 2415(b)	6 years from the end of the grant
8.6	Faculty Merit Increase records	Provost delegated to College or School Dean	X	X	X			28 U.S.C. Section 1658	5 years after separation from CSU
8.7	Faculty non-reappointments & tenure denials	Provost delegated to College or School Dean	X	X	X			28 U.S.C. Section 1658	5 years after separation from CSU
8.8	Intergovernmental Personnel Act Records	Provost delegated to College or School Dean			X			28 U.S.C. Section 1658	5 years after separation from CSU

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8.9	Pre-Retirement Reduction in Timebase Applications and Assignments	Provost delegated to College or School Dean	X	X	X			28 U.S.C. Section 1658	5 years after separation from CSU
8.10	Range elevation appeals	Provost delegated to College or School Dean		X	X			28 U.S.C. Section 1658	5 years after separation from CSU
8.11	Retention, Tenure and Promotion Records	Provost delegated to College or School Dean	X		X			28 U.S.C. Section 1658	5 years after separation from CSU
8.12	Sabbatical Leave Applications & Responses	Provost delegated to College or School Dean	X	X	X			28 U.S.C. Section 1658	5 years after separation from CSU
8.13	Service Salary Increase records	Academic Personnel		X	X			28 U.S.C. Section 1658	5 years after separation from CSU
8.14	Student Evaluations of Teaching	Provost delegated to College or School Dean			X			28 U.S.C. Section 1658	5 years after separation from CSU
8.15	Summer Quarter Triad Records	N/A	X		X			28 U.S.C. Section 1658	5 years after separation from CSU
8.16	Union assigned time records	Academic Resources	X	X	X			28 U.S.C. Section 1658	5 years after separation from CSU
8.17	Visa and permanent records	Academic Personnel			X			Public Law 106-313	10 years from the date of issuance