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## Summary of Directory of Records Changes

Effective December 11, 2019

### “General” Classifications

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| SERIES                                       | CHANGE                                        | RATIONALE                                                   |
|----------------------------------------------|-----------------------------------------------|-------------------------------------------------------------|
| Administration AD001 General                 | Update language and establish retention rule. | Update to establish standard for “General” Classifications. |
| Buildings and Properties BP001 General       | Update language and establish retention rule. | Update to establish standard for “General” Classifications. |
| Computing and Systems Services CS001 General | Update language and establish retention rule. | Update to establish standard for “General” Classifications. |
| Financial Management FM001 General           | Update language and establish retention rule. | Update to establish standard for “General” Classifications. |
| Governance GV001 General                     | Update language and establish retention rule. | Update to establish standard for “General” Classifications. |
| Libraries, Archives and Museum LA001 General | Update language and establish retention rule. | Update to establish standard for “General” Classifications. |
| Research RE001 General                       | New                                           |                                                             |
| Safety and Security SA001 General            | Update language and establish retention rule. | Update to establish standard for “General” Classifications. |
| Student Services SS001 General               | Update language and establish retention rule. | Update to establish standard for “General” Classifications. |
| Teaching Programs TP001 General              | Update language and establish retention rule. | Update to establish standard for “General” Classifications. |