

# MANUAL OF POLICY

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**POLICY NUMBER:** I-26 **PAGE** 1 of 1

**POLICY TITLE:** College Archives and Special Collections

**LEGAL AUTHORITY:** FLORIDA STATUTE 119

**DATE OF LAST REVIEW:** 9/29/2005, 6/19/2007, 7/21/2009, 7/19/2011, 7/16/2013 and 9/17/2024

**DATE OF BOARD ACTION:** 9/29/2005 and 9/17/2024

The Miami Dade College Department of Archives exists to identify, preserve, and make available records and papers of enduring value. Its mission is as follows:

- College Archives: To collect and maintain records of enduring value created or received by the College and its employees.
- Special Collections: To collect and maintain non-university records and papers, which support the academic mission of the College. Areas of collecting will be very specific, and identified in a separate and future Collection Development Policy.

	9/17/2024
<b>CHAIRMAN</b>	<b>DATE</b>