

MANUAL OF POLICY

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 and 7/16/2013

DATE OF BOARD ACTION: 9/29/2005

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.

	7/16/13
CHAIRMAN	DATE