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### CAMPUS PLANNING

**Description:** Consists of records relating to the Campus Master Plan including planned design and development of the University Campus. Records may include landscape planning documentation, land appraisals, space inventories, space allocation, needs analysis, proposals, plans and drawings.

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<b>MUNCLASS Function:</b>	Facilities and Property (FP)
<b>Responsible Unit(s):</b>	Facilities Management
<b>Retention:</b>	Documents pertaining to plan development: Project completion + 7 years Final Campus Master Plan: Permanent Retention
<b>Disposition:</b>	Destroy or N/A
<b>Media:</b>	Paper and/or electronic
<b>Authority:</b>	Anticipated Operational Use

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Version 01

**Approved:** RS 2021-013

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