

DEPARTMENT OF COMMERCE
NORTH CAROLINA BOARD OF SCIENCE AND TECHNOLOGY

PROGRAM RECORDS RETENTION AND DISPOSITION SCHEDULE

The Program Records Retention and Disposition Schedule and retention periods governing the records series listed herein are hereby approved. In accordance with the provisions of Chapters 121 and 132 of the General Statutes of North Carolina, it is agreed that the records of the

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do not and will not have further official use or value for administrative, research, or reference purposes after the respective retention periods specified herein. The N.C. Department of Cultural Resources consents to the destruction or other disposition of these records in accordance with the retention and disposition instructions specified in this schedule. However, records subject to audit or those legally required for ongoing official proceedings must be retained until released from such audits or official proceedings, notwithstanding the instructions of this schedule. Public records including electronic records not listed in this schedule or in the *General Schedule for State Agency Records* are not authorized to be destroyed.

The

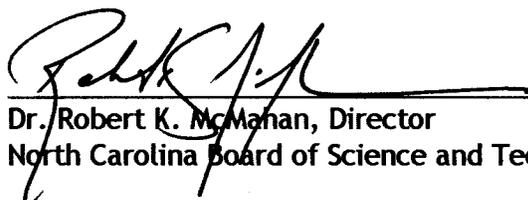
NORTH CAROLINA BOARD OF SCIENCE AND TECHNOLOGY

agrees to destroy, transfer or dispose of records in the manner and at the times specified herein. This schedule is to remain in effect until superseded.

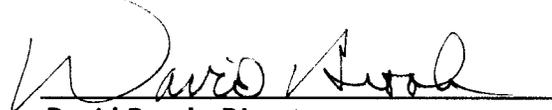
APPROVAL RECOMMENDED



Mac Ellis, Chief Records Officer
Department of Commerce

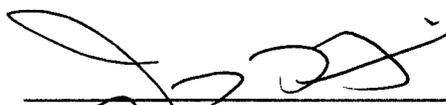


Dr. Robert K. McMahon, Director
North Carolina Board of Science and Technology

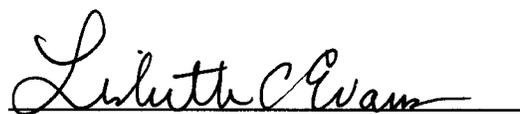


David Brook, Director
Division of Historical Resources

APPROVED



Jim Fain, Secretary
Department of Commerce



Lisbeth C. Evans, Secretary
Department of Cultural Resources

May 21, 2004

LDR

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Item 1698. APPROVED SMALL GRANTS FILE. Records concerning approved research grants from universities and other organizations conducting research. File includes correspondence, reports, analysis of research grants and proposals, budget records, and nontechnical summaries.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center after 5 year(s). Records will be held for agency in the State Records Center 5 additional years and then transferred to the custody of the Archives.

Item 3488. DIRECTOR'S SUBJECT FILE. Subject files pertaining to the Board of Science and Technology as projects are developed during the administration of each director. File includes all general correspondence, speeches and any reports and materials associated with each project.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center when administrative value ends. Records will be held for agency in the State Records Center 5 additional years and then transferred to the custody of the Archives.

Item 4020. N.C. SCHOOL OF SCIENCE AND MATHEMATICS FILE. Records concerning the history of the establishment of the N.C. School of Science and Mathematics. File includes or concerns correspondence, public hearing records, grants, fund raising, resumes of faculty, publications, and other pertinent information relating to the establishment of the school. Amended 3-8-94

DISPOSITION INSTRUCTIONS: Item discontinued. All records currently pending transfer to Archives.

Item 19685. MINUTES OF THE N.C. BOARD OF SCIENCE AND TECHNOLOGY FILE. Official minutes of the N.C. Board of Science and Technology. (This is an essential agency record.)

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center after 5 year(s). Records will be held in the State Records Center an additional 5 years and then transferred to the State Archives.

Item 19689. SCIENTIFIC AND TECHNICAL CENTERS FILE. Records concerning the establishment of scientific and technical centers and areas, including Research Triangle Institute, Institute of Statistical Science, and Microelectronics and Biotechnology Centers. Records also concern program activities, other scientific organizations, and staff-related matters. File includes reports and other related records.

DISPOSITION INSTRUCTIONS: Item discontinued. All records currently pending transfer to Archives.

Item 19706. SUPERCONDUCTING SUPER COLLIDER PROJECT FILE. Records concerning the Superconducting Super Collider project. File includes or concerns Department of Energy, budget records, invoices, contracts, best-qualified list data, public information, proposed information, public contact, post-site visit data, proposal preparation, reading files, other states' information, and historical pre-March 1987 information.

DISPOSITION INSTRUCTIONS: Item discontinued. All records currently pending transfer to Archives.

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Item 35311. AQUACULTURE DEVELOPMENT PROGRAM FILE. Records concerning the development of the Aquaculture Program. File includes correspondence, Report of the Governor's Task Force on Aquaculture, published articles, and other related records. Amended 3-8-94

DISPOSITION INSTRUCTIONS: Item discontinued. All records currently pending transfer to Archives.

Item 35312. BOARD MEMBERS FILE. Records concerning the appointment of board members including biographical documentation.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center when administrative value ends. Records will be held for agency in the State Records Center 5 additional years and then transferred to the custody of the Archives.

Item 35337. SMALL GRANTS RESEARCH PROPOSALS (SUSPENSE) FILE. Research proposals from universities and other organizations conducting research in North Carolina.

DISPOSITION INSTRUCTIONS: Transfer to Approved Small Grants File (Item 1698) or to Small Grants Research Proposals (Unapproved) File (Item 35338) after proper evaluation has been made.

Item 35338. SMALL GRANTS RESEARCH PROPOSALS (UNAPPROVED) FILE. Unapproved research proposals from universities and other organizations conducting research in North Carolina.

DISPOSITION INSTRUCTIONS: Destroy in office after 2 years.

Item 47266. NORTH CAROLINA ISRAEL PARTNERSHIP. Records concerning agreement between the North Carolina Israel Partnership and the State of North Carolina. Program was designed to build on established strengths in each state involving the natural, social and life sciences as well as education and high technology. Files include correspondence, memorandums of agreement, proclamations, project files, taskforce reports, lists of international visitors, and board member and meeting notes.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center after 3 years. Records will be held for agency in the State Records Center 3 additional years and then transferred to the custody of the State Archives.