

STATE ADMINISTRATIVE BOARD MEETING
Lake Superior Room, 1st Floor
Michigan Library and Historical Center, Lansing, Michigan
702 W Kalamazoo St, Lansing, MI 48915
11:00 a.m., August 26, 2025

This agenda is for general informational purposes only. At its discretion, the State Administrative Board may revise this agenda and may take up other issues at the meeting.

1. CALL TO ORDER:

Pledge Allegiance To The Flag

2. READING OF MINUTES OF PRECEDING MEETINGS AND APPROVAL THEREOF:

Regular meeting of August 12, 2025

3. HEARING OF CITIZENS ON MATTERS FALLING UNDER JURISDICTION OF THE BOARD:

4. COMMUNICATIONS:

None

5. UNFINISHED BUSINESS:

None

6. NEW BUSINESS:

RETENTION AND DISPOSAL SCHEDULES

Education

Office of Public and Governmental Affairs (PGA), 8/26/2025

Office of Strategic Planning and Implementation (OSPI), 8/26/2025

General Schedule #34

9-1-1 Call Centers, 8/26/2025

Kellogg Community College

Accounts Receivable, 8/26/2025

Accounts Receivable, 8/26/2025

Career Services, 8/26/2025

Director Allied Health, 8/26/2025

Eastern Academic Center, 8/26/2025

Emergency Medical Services Program, 8/26/2025

Enterprise Applications, 8/26/2025

Foundation, 8/26/2025

Medical Assistant Program, 8/26/2025
Payroll, 8/26/2025
Physical Therapist Assistance Program, 8/26/2025
Purchasing Office, 8/26/2025
Radiography Program, 8/26/2025
Vice President for Communications and Advancement Office, 8/26/2025

Labor and Economic Opportunity
Michigan Rehabilitation Services (ETMRS), 8/26/2025
Michigan Women's Commission (MWC), 8/26/2025

Licensing and Regulatory Affairs
CSCL - Corporations Division (CORP), 8/26/2025
Liquor Control Commission (MLCC), 8/26/2025

Macomb Community College
GS1 Faculty Records, 8/26/2025
GS2 Student Records, 8/26/2025
GS3 General Records, 8/26/2025

Military and Veterans Affairs
Michigan Veterans Affairs Agency (MVAA), 8/26/2025

Washtenaw Community College (WCC)
Advising, 8/26/2025
Board of Trustees and Director of Board Affairs, 8/26/2025
Facilities Development and Operations, 8/26/2025
Student Success Coaching, 8/26/2025

7. REPORTS AND RECOMMENDATIONS OF COMMITTEES:

Building Committee
Regular meeting of August 26, 2025

Finance and Claims Committee
Regular meeting of August 26, 2025

Transportation and Natural Resources Committee
Regular meeting of August 26, 2025

8. MOTIONS AND RESOLUTIONS

None