

**SOLANO COMMUNITY COLLEGE DISTRICT**

**RETENTION AND DESTRUCTION OF RECORDS**

**3500**

**POLICY:** The District shall keep, retain and destroy records in accordance with the California Code of Regulations, Title 5, the California Education Code and the California Government Code.

**REFERENCES/  
AUTHORITY:**

California Code of Regulations, Title 5, Sections 59020-59029

California Education Code, 76210

California Government Code, Sections 6200-6201

WCW/jkb

Policy 3500

**ADOPTED:** January 21, 1987

**REVISED:** May 17, 2000

**REVIEWED:** 2008 – No Updates