

Shawnee State University

	A	B	C	D	E	F	G	H	I	J
1	Division	Area	Department	Location	Record Series Title	Record Series Description	Span Dates	Format	Group	Retention
2	Student	Community Service	Americorps/VI STA	University Center Room 124	Midwest Campus Compact Citizen-Scholar (M3C) Grant	file folders with various entry documents, plus time sheets that continue to be added as students complete their service; 9 folders filed alphabetically by student name	10/1/08 to present	paper	EDUC2000	Active + 6 years
3	Student	Community Service	Americorps & VISTA	University Center Suite 124	Volunteer Events	4 file drawers of volunteer lists for specific events	2005 - present	paper - computer	ADM9900	1 year