FN35 – Operating Investments and Loans

These records relate to the management of University operating income and borrowed money.

Content & Scope
The University's main sources of operating income are government grants and tuition fees. The University's practice is to invest cash until it is needed.

The records include investment certificates, lines of credit records, term loans, brokers' statements, and related correspondence.

Responsible Unit
Finance

Information Steward
Vice President, Administration & Finance

Privacy Classification
Confidential

Retention
7 years after maturity of investment or loan

Disposition
Secure Destruction

Retention Rationale
The retention period is based on operational use.

Approval Date(s)
April 14, 2010