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|  | University Archives Policy | <i>First Approved:</i> <i>November 20, 1997</i> |
| | | <i>Updated:</i> <i>February 26, 2011</i> |
| <i>Board of Governors Policy</i> | <i>Approved by</i> <i>Board of Governors</i> <i>Administered by</i> <i>University Librarian</i> | <i>Reviewed:</i> <i>February 26, 2011</i> |

There shall be a Brandon University Archives which will serve as the sole repository for all records of archival value which have been generated by Brandon University (or Brandon College) and/or which relate to the history and mandate of Brandon College/University.

Guidelines:

The Brandon University Archives will be managed by the University Archivist who is responsible to the University Librarian and the Vice-President (Academic and Research) of Brandon University.

The University Archivist shall appraise, collect, preserve, describe, and make accessible non-current but important and historically valuable documents and records in accordance with the acquisition and deaccession policies of Brandon University and the overall direction of the President through the University Librarian.

The Board of Governors reaffirms the continuing financial support of the Brandon University Archives and the commitment to provide secure and designated space for the storage and handling of the Brandon University Archives.