From:	UC Records Management Committee Members on behalf of Laurie Sletten
To:	RMCMEMBERS-L@LISTSERV.UCOP.EDU
Subject:	Reminder about Monthly RMC call tomorrow at 10:00 AM
Date:	Tuesday, November 29, 2016 8:47:33 AM
Attachments:	FW Systemwide Records meeting @ UCSF Hotels for January 24-25 and other details.msg

---

Good morning, everyone,
Please remember that this month's RMC call is tomorrow from 10:00 AM – 11:00 AM, and we will not have another call this year.

Here are the agenda items:

1. Retention Schedule batches status
2. RMP work
3. Training
4. Next meeting is on-site at UCSF, Wednesday, January 25, 2017, 10:00 am - 4:00 pm
    a. Location details (see attached)
        i. pre-meeting dinner
        ii. meeting location
        iii. meals restrictions
        iv. hotels
    b. Agenda (times to be determined soon)
        i. UCAC items
        ii. Training
        iii. Research Data
        iv. Batches
5. Other?

Call in information:
Time: 10:00-11:00 AM
Number: 1-866-740-1260
Passcode: 9879411

Online portion:
www.readytalk.com
Access code: 9879411

Thanks,
Laurie

Laurie Sletten, CRM, CA
Records Manager
Information Technology Services
University of California - Office of the President
Laurie.Sletten@ucop.edu
Phone: (510) 987-9411
UC-Wide Records Management
UC-Office of the President Records Retention Management
http://recordsretention.ucop.edu/