

McMaster University Directory of Records – by Function

McMASTER UNIVERSITY

ADMINISTRATION AND GOVERNANCE
ATHLETICS, RECREATION AND SPORTS
BUILDINGS, FACILITIES AND PROPERTY MANAGEMENT
COMMUNICATIONS, FUNDRAISING AND PUBLIC RELATIONS
CAMPUS SUPPORT SERVICES
FINANCIAL MANAGEMENT
HUMAN RESOURCES
INFORMATION SYSTEMS AND RECORDS MANAGEMENT
MANAGEMENT OF MOVEABLE ASSETS, EQUIPMENT AND SUPPLIES
RESEARCH
STUDENT SERVICES
STUDENT RECORDS
TEACHING AND LEARNING

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ADMINISTRATION AND GOVERNANCE

Description

Records related to the general administration and governance of the university, including records of the Board of Governors and the Senate, as well as those of the Faculties and the senior administrative groups.

ATHLETICS, RECREATION AND SPORTS

Description

Records related to the provision of non-academic athletic and sports programs, including sports teams and summer camps.

BUILDINGS, FACILITIES AND PROPERTY MANAGEMENT

Description

Records related to the management of university and unit real property, including records concerning construction, renovations, maintenance and repairs, emergency preparedness and recovery, and environmental control.

COMMUNICATIONS, FUNDRAISING AND PUBLIC RELATIONS

Description

Records related to the promotion of university and unit mission and programs, to ensuring good public relations and to expanding resources, including records concerning alumni activities, ceremonies and special events, donors and fundraising, media relations and outreach, and publications.

CAMPUS SUPPORT SERVICES

Description

Records related to the management of various support services and resources offered to members of the university and the wider community.

FINANCIAL MANAGEMENT

Description:

Records related to the management of university and unit financial resources, including budgeting, financial planning, and the management of funds and trusts.

HUMAN RESOURCES

Description:

Records related to the management of the university's employees and to the provision of benefits and services to employees

INFORMATION SYSTEMS AND RECORDS MANAGEMENT

Description

Records related to the management of the university's information technology, information and cultural resources and records, including records concerning systems development, freedom of information and protection of privacy, records management, libraries, archives, galleries and museums.

MANAGEMENT OF MOVEABLE ASSETS, EQUIPMENT AND SUPPLIES

Description

Records related to the management of university and unit movable property and supplies, including records concerning asset management, information technologies supplies, office equipment, furniture and supplies, and vehicles.

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RESEARCH

Description

Records related to the pursuit and dissemination of knowledge, including records concerning grants, contracts and awards, and academic research.

STUDENT SERVICES

Description

Records related to the provision of support services to students, including records concerning housing and residence services, services for persons with disabilities and student activities.

STUDENT RECORDS

Description

Records related to student application, admission, registration and graduation.

TEACHING AND LEARNING

Description

Records related to the provision of instruction, including records concerning academic program management, accreditation, continuing education, course management, curriculum development, enrolment management, timetables, lecture and examination schedules, evaluation of student work, and evaluation of instructors and courses.