



rec'd 5/8/00

THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12230

State Archives and Records Administration
Government Records Services
Records Advisory Services

May 4, 2000

Elena Sassower
Coordinator
Center for Judicial Accountability, Inc.
Box 69
Gedney Station
White Plains, New York 10605-0069

Dear Ms. Sassower:

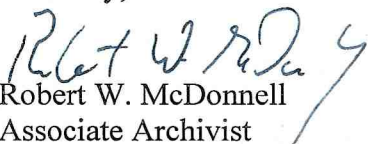
Enclosed is a copy of the Records Disposition Authorization which the State Archives and Records Administration approved for use of the NYS Commission on Judicial Conduct in 1994. This authorization approves the destruction of records of complaints dismissed without investigation 5 years after the Commission dismisses the case. I am also enclosing forms documenting that the proposed plan was sent to the Offices of the State Comptroller and Attorney General for their review as provided in Section 57.05 of Arts and Cultural Affairs Law.

The State Archives approves records disposition plans submitted by State agencies after review by our office and the Offices of the State Comptroller and Attorney General. These reviews verify that the records will be retained for a sufficient period of time to meet minimum fiscal, legal, administrative and potential research requirements.

Our regulations (8 NYCRR 188.9) allow for approved disposition plans to be suspended or cancelled by the concerned agency, the Offices of the State Comptroller or the Attorney General, or by us. We would particularly rely on the Office of the Attorney General for advice on issues concerning whether a proposed or approved disposition plan meets minimum legal needs.

I hope this information is helpful. Please contact me at 518-473-8498 should you have additional questions.

Sincerely,


Robert W. McDonnell
Associate Archivist

Enc.

STATE EDUCATION DEPARTMENT
STATE ARCHIVES AND RECORDS ADMINISTRATION
RECORDS DISPOSITION REQUEST
REC-3 (12/91)

INSTRUCTIONS: Complete one form for each program unit. Complete items 1 through 8. Attach REC-4 and REC-5 or equivalents.

Send request to: Bureau of Records Analysis and Disposition
State Archives and Records Administration
State Education Department
Albany, New York 12230

← TAB SETTINGS

SECTION A		IDENTIFICATION OF PROGRAM UNIT AND CONTACT PERSONS	
1. AGENCY	Commission on Judicial Conduct		2. MAJOR DIVISION
3. SUBDIVISION			4. PROGRAM UNIT
5. RECORDS OFFICER (name)		Albany, New York and Rochester Offices (telephone)	
Diane B. Eckert		(518) 474-5617	
SECTION B		PROGRAM UNIT MISSION AND FUNCTION	
6. DESCRIBE PROGRAM UNIT MISSION AND FUNCTION			
To investigate and litigate complaints of judicial misconduct.			
SECTION C		ACTION REQUESTED	
7. AUTHORIZATION IS REQUESTED TO:			
☒ ESTABLISH SCHEDULE			
☐ ADD ITEMS TO EXISTING SCHEDULE			
☐ REVISE DISPOSITION AUTHORIZATION NUMBERS _____			
☐ OTHER (Specify) _____			
8. RECORDS OFFICER			
Diane B. Eckert		1-25-94	
SIGNATURE		DATE	
SECTION D		SUMMARY OF ACTION TAKEN (SED Use Only)	
SUMMARY OF ACTION TAKEN: Sent out for review 2/16/94.			
STATE ARCHIVES & RECORDS ADMINISTRATION FEB 04 1994			
I issued authorization for agency no 21820 on 4/6/94.			
SECTION E		AUTHORIZING SIGNATURE	
The action in Section D is authorized by the Commissioner of Education pursuant to Sec. 57.05 of the Arts and Cultural Affairs Law.			
By: [Signature]		3-30-94	
(SIGNATURE) DIRECTOR, STATE ARCHIVES AND RECORDS ADMINISTRATION		DATE	

PAGE 1 of 1 PAGES

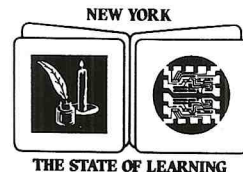
← TAB SETTINGS		
AGENCY		
Commission on Judicial Conduct		
PROGRAM UNIT		
Albany, New York and Rochester Offices		
AGENCY NUMBER	DISPOSITION AUTHORIZATION NUMBER	SERIES TITLE
21820	18630	Case File: Dismissed (no investigation)
		RECOMMENDED RETENTION AND DISPOSITION
		Retain in originating office for 5 years and then destroy.
AGENCY NUMBER	DISPOSITION AUTHORIZATION NUMBER	SERIES TITLE
		RECOMMENDED RETENTION AND DISPOSITION
AGENCY NUMBER	DISPOSITION AUTHORIZATION NUMBER	SERIES TITLE
		RECOMMENDED RETENTION AND DISPOSITION
AGENCY NUMBER	DISPOSITION AUTHORIZATION NUMBER	SERIES TITLE
		RECOMMENDED RETENTION AND DISPOSITION
AGENCY NUMBER	DISPOSITION AUTHORIZATION NUMBER	SERIES TITLE
		RECOMMENDED RETENTION AND DISPOSITION
AGENCY NUMBER	DISPOSITION AUTHORIZATION NUMBER	SERIES TITLE
		RECOMMENDED RETENTION AND DISPOSITION

STATE EDUCATION DEPARTMENT
STATE ARCHIVES AND RECORDS ADMINISTRATION
RECORD SERIES DESCRIPTION
REC-5 (11/87)

AGENCY NUMBER	DISPOSITION AUTHORIZATION NUMBER (LEAVE BLANK)
21820	18630

Instructions: Complete one form for each records series where new records disposition authorization is requested. Computer generated listing in similar format may be substituted for REC-5.

1. AGENCY Commission on Judicial Conduct		2. PROGRAM UNIT	
3. RECORD SERIES TITLE Case File: Dismissed (no investigation)			
4. DESCRIPTION OF RECORD SERIES Correspondence and staff recommendation to Commission pertaining to complaints against judges that were dismissed after initial review and never investigated.			
5. BEGINNING DATE 1975		6. ENDING DATE (If series is ongoing, use current) Current	
7. VOLUME OF EXISTING RECORDS BY RECORD TYPE			
PAPER RECORDS: 208 CU. FT.		COMPUTER READABLE: 0 ITEMS	
MICROFICHE: 0 ITEMS		AUDIO-VISUAL: 0 ITEMS	
MICROFILM: 0 ROLLS		OTHER:	
8. ESTIMATED ANNUAL GROWTH (Paper Records Only) 14 cubic feet			
9. EVENT THAT CAUSES RECORDS TO BECOME INACTIVE (If any) Case is dismissed by the Commission.			
10. FILES MANAGEMENT ACTION TO SEPARATE INACTIVE RECORDS FROM ACTIVE RECORDS (If any) Dismissed case files are moved from the open case files to dead case files.			
11. PROPOSED RETENTION PERIOD AFTER RECORDS BECOME INACTIVE, TO BE IMPLEMENTED AS FOLLOWS			
		YEARS	MONTHS
☒	RETAIN IN PROGRAM OFFICE SPACE FOR	5	
☐	RETAIN IN AGENCY STORAGE SPACE FOR		
☐	RETAIN IN STATE RECORDS CENTER FOR		
☐	REFORMAT (How and When)		
☐	OTHER		
12. FINAL DISPOSITION			
☒ DESTROY		☐ TRANSFER TO STATE ARCHIVES	
		☐ OTHER, SPECIFY	
13. REASONS FOR PROPOSED RETENTION AND DISPOSITION For reference purposes.			
14. MODIFICATION TO RETENTION AND DISPOSITION INFORMATION			



THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, N.Y. 12230

STATE ARCHIVES & RECORDS ADMINISTRATION
STATE GOVERNMENT RECORDS PROGRAMS

(518) 473-2969

Date: February 16, 1994

To: Robert Campano
Chief, Bureau of State Accounting Systems
Office of the State Comptroller
Alfred E. Smith Building
Albany, NY 12236

From: Bureau of Records Analysis and Disposition
State Archives and Records Administration
State Education Department
Cultural Education Center
Albany, NY

By:

STATE ARCHIVES
& RECORDS ADMINISTRATION
FEB 25 1994

Attached is a Records Disposition Request from

Agency: Commission on Judicial Conduct

Program Unit: Albany, New York and Rochester Offices

Permission is requested to schedule the disposition of 1 Records Series, listed as Agency Nos. 21820.

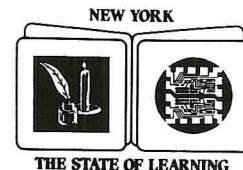
This request is being forwarded for your consideration, in accordance with Section 57.05 of the Arts and Cultural Affairs Law. Please advise this office within thirty days after receipt of this notice if, in your opinion any records listed and described in the attached request should not be disposed as indicated, stating your reasons in writing.

Please initial below upon receipt and return this sheet to:

Bureau of Records Analysis and Disposition
State Archives and Records Administration
9C71 Cultural Education Center
Albany, NY 12230

Received By:

Date _____



THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, N.Y. 12230

STATE ARCHIVES & RECORDS ADMINISTRATION
STATE GOVERNMENT RECORDS PROGRAMS

(518) 473-2969

Date: February 16, 1994

To: Donald Gildersleeve
Department of Law
Capital Building
Albany, NY 12224

RECEIVED

FEB 18 1994

DEPARTMENT OF LAW
PLANNING OFFICE

From: Bureau of Records Analysis and Disposition
State Archives and Records Administration
State Education Department
Cultural Education Center
Albany, NY

STATE ARCHIVES
& RECORDS ADMINISTRATION
FEB 25 1994

By:

Attached is a Records Disposition Request from

Agency: Commission on Judicial Conduct

Program Unit: Albany, New York and Rochester Offices

Permission is requested to schedule the disposition of 1 Records Series, listed as Agency Nos. 21820.

This request is being forwarded for your consideration, in accordance with Section 57.05 of the Arts and Cultural Affairs Law. Please advise this office within thirty days after receipt of this notice if, in your opinion any records listed and described in the attached request should not be disposed as indicated, stating your reasons in writing.

Please initial below upon receipt and return this sheet to:

Bureau of Records Analysis and Disposition
State Archives and Records Administration
9C71 Cultural Education Center
Albany, NY 12230

Received By:

Date

2/22/94