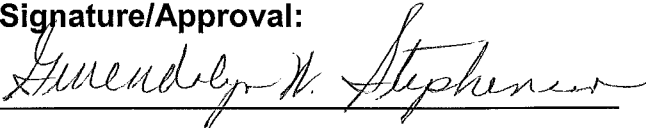


ADMINISTRATIVE RULES

Title: CUSTODY AND DISPOSAL OF COLLEGE PROPERTY	Identification: 6HX-10-6.05
	Page: 1 of 1
	Effective Date: August 17, 2005
Authority: SBE 6A-14.0261 FS 274; 1001.64; 1001.65	Signature/Approval: 

PURPOSE

This rule establishes College policy regarding the custody and disposal of College property.

RULE

The President will act for the Board of Trustees as the custodian of all College owned and maintained buildings and grounds, property and equipment, and other resources of the College. The institution will maintain adequate property records which will be reconciled with the annual inventory of College property.

Surplus College property may include property that is obsolete or whose continued use is either uneconomical, inefficient or serves no useful purpose. The disposition of surplus property may include but will not be limited to the following methods: by sale at public auction; by sale as scrap; by transfer to another department or agency; or by sale of the parts.

The President will develop and implement procedures to prioritize the use of space, property, equipment and resources, and to impose charges for use, as well as for disposal of surplus property.

History:

Adopted 10/15/86.

Revised 3/29/01; Formerly 6HX-10-5.302 and 6HX-10-5.106.