

Policy Manual



Title: Use of College Property	Number: 6Hx2-7.05
Legal Authority: <i>Fla. Statutes 1001.64</i>	Page: Page 1 of 1

Loan of College-owned property to students or College employees is the responsibility of the employee who has been assigned custody of that property. Property on temporary loan to a student or an employee should be properly receipted for, and the borrower must accept responsibility for return of the item within a designated time or for reimbursement to the College in the event of damage, loss, or theft of the item unless evidence is provided that responsible precautions were taken to protect the property.

Use of College property for personal reasons is strictly prohibited. Use of College facilities and/or equipment shall be in conformity with established College policies and procedures.

History: *Reissued as Policy 6.21 on September 21, 1982; revised on December 16, 1986; revised on March 19, 1991; revised, re-titled, and re-numbered on July 23, 1997; updated logo October 4, 2013*

Approved by the Board of Trustees	Date 10/4/2013	President's Signature 	Date 10/4/2013
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