

**SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES POLICIES**

POLICY NO. 2.07

TITLE: PROPERTY

LEGAL AUTHORITY: FLORIDA STATUTE 1001.65 AND CHAPTERS 273 AND 274

OFFICE OF PRIMARY RESPONSIBILITY: PRESIDENT'S OFFICE

The president is authorized to act as the custodian of College property and to designate procedure(s) for control.

- A. The president is authorized to make available the use of College property, both real and personal (chattel), on a loan, with or without charge, to tax-supported agencies and non-taxable organizations. Requests for loans to tax supported agencies and non-taxable organizations will be approved in accordance with the procedures established by the president where the loan will not adversely affect the operation of the College.
- B. The president is responsible for safeguarding all College property and for ensuring that College property is used for the purposes for which it was acquired. In so doing, the president is authorized to charge the cost of replacement or repair of property, or cash damages to the individual(s) who damages or causes property to be damaged or lost.
- C. The use of College property for personal use is prohibited.
- D. College insurance does not cover an individual's personal property. Therefore, individuals are responsible for their personal property when it is brought on College campuses or sites.

HISTORY: Last Reviewed: 3/05/2019

Issued by District Board of Trustees: 8/10/84

Reviewed: 7/01/04, 7/1/07, 7/22/09, 6/27/12, 3/05/2019

Revised: 9/26/01