

RULE

SUBJECT	PROPERTY RECORDS	PAGE
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LEGAL AUTHORITY	6Hx23-5.13	6/19/12 Revision #12-6

6Hx23-5.13 PROPERTY RECORDS

The Board of Trustees authorizes and directs the President to establish procedures:

- I. To record College property, equipment and other tangible property of a non-consumable nature.
- II. To catalog and inventory property annually, pursuant to College procedures.
- III. To dispose of for value, donate, destroy or abandon any property that is categorized as obsolete, or that is uneconomical or inefficient to continue to use, or which serves no useful function, in accordance with the Florida Statutes.

Additional inventories shall be taken whenever it is deemed appropriate by the President or the Board of Trustees, site provost or site administrator.

The President is authorized to accept gifts to the College on behalf of the Board.

Specific Authority: 1001.64(2) & (4), F.S.

Law Implemented: 1001.64(5) & (44), Chapter 274, 1013.28, F.S.

History: Formerly - 6Hx23-5-7.02. Adopted - 7/2/68. Readopted - 12/19/74, 10/25/77. Amended - 12/16/71, 9/25/73, 10/16/75, 10/21/76, 11/30/81, 10/27/82 (effective 12/1/82), 5/24/83, 4/27/89. Filed - 4/27/89. Effective - 7/1/89; 6/20/06. Filed - 6/20/06. Effective - 6/20/06; 1/19/10. Filed - 1/19/10. Effective - 1/19/10; 5/18/10. Filed - 5/18/10. Effective - 5/18/10; 6/19/12. Filed - 6/19/12. Proposed Date To Become Effective - 6/19/12.