

Dixie State University Policy

136 Private Use of College Property and Equipment



I. Purpose

- 1.1 To outline college policy relating to the private use of college property and equipment.

II. Policy

- 2.1 All Employees should take every step necessary to protect college property and equipment. Misuse or neglect of equipment is not permitted.
- 2.2 College equipment is not to be removed from the campus under any circumstance without prior written authorization of the appropriate executive director, dean or vice president.
- 2.3 Employees may be disciplined, up to and including dismissal, for dishonesty, theft of college property, willful destruction of college property, damage to college property or falsification of records. The penalty will be commensurate with the act.
- 2.4 Private use by outside persons, organizations or agencies is subject to campus rental policies.
 - 2.4.1 College property should never leave the campus without a signed rental agreement.

Policy Owner: General Counsel

History:

Approved 11/15/96