

AGENDA ITEM __11.d__

Board Policy No. 5601 – Establishment of Accountability and Movement of Assets

Board Policy No. 5604 – Use of Instructional Equipment

RECOMMENDED DIRECTIVE: The BOR hereby reviewed and approved Board Policy No. 5601 – Establishment of Accountability and Movement of Assets

DISCUSSION:

Board Policy No. 5601 was revised on May 25, 2026, to strengthen institutional asset management by expanding requirements for accountability, inventory control, asset movement, custodial responsibility, disposition procedures, and internal controls, while clarifying the responsibilities of PPMO and College employees in safeguarding College property. The amendments to Board Policy No. 5601 are as follows:

Board Policy No. 5604 was revised on May 25, 2026, to update the College's policy governing the use of instructional equipment. The revised policy clarifies that instructional equipment shall primarily support instructional, laboratory, research, workforce development, extension, and other authorized educational activities, while establishing requirements for safe, authorized, and accountable use. The policy also aligns equipment use with institutional asset management practices and references Board Policy No. 7003 for external and non-instructional use. The amendments to Board Policy No. 5604 are as follows:

Board Policy	Amendments or Deletions	Remarks
Board Policy No. 5601 – Establishment of Accountability and Movement of Assets	<ul style="list-style-type: none">• Delete the current text of Board Policy No. 5601 and replace it in its entirety with the revised policy language.	
Board Policy No. 5604 – Use of Instructional Equipment	<ul style="list-style-type: none">• Delete the existing policy language and replace it in its entirety with updated policy language.	

ACTION TAKEN:

_____ Approved as presented
_____ abstain

_____ Approved w/ modifications

VOTE:

_____ aye _____ nay

_____ Disapproved

_____ Deferred to a later meeting

DATE: _____