

**WESTERN NEBRASKA COMMUNITY COLLEGE
POLICIES AND PROCEDURES**

SECTION: Human Resources 400.0000.14
SUBSECTION: All Employees 415.0000.15

Care of College Property
Policy Number: 415.2100.82

POLICY

An employee is expected to exercise due care in his/her use of College property and to utilize this property only for authorized purposes. Negligence in the care and use of College property may be considered cause for disciplinary action. College property is defined as all equipment, materials, facilities, or vehicles that are owned by the College.

Unauthorized removal of College property from the premises, or unauthorized use of College property, is considered forbidden.

DEFINITIONS

N/A

APPLICABILITY

N/A

Adoption Date: 1982

Revision Date (and Board of Governors' Minutes Item Number):

Prior Policy/Procedure Number:

Schedule for Review:

Divisions/Department Responsible for Review and Update:

Sponsoring Division/Department:

Rescinded Date:

Cross Reference:

Procedure(s) for Policy:

Related Policies/References: