

Board Policies

ADMINISTRATIVE AFFAIRS

119.00 ACQUISITION AND DISPOSAL OF COLLEGE PROPERTY

The Cowley College Board of Trustees authorizes the Vice President of Finance and Administration to record capital assets valued in excess of \$5,000 on the college's general ledger. In addition, they are responsible for an annual capital asset inventory. This inventory must satisfy the "general accepted accounting principles" provision of the annual financial statement audit and comply with federal and state law.

The Cowley College Board of Trustees authorizes the Vice President of Finance and Administration or designee to dispose of unneeded/surplus college property in accordance with the appropriate procedure for disposal of capital assets.

Policy 119.00 is implemented in process through Procedure AP 119.00.

Adopted: October 16, 2017

Revised: August 21, 2023