



May 20, 2024

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Policy Manual Changes

Item Description

This item requests Board approval of Policy Manual changes in chapter 7000 – Property.

Overview and Background

The College brings forth a request to modify the College's Policy Manual: revision of Policy 7230 – Gifts to the College clarifies authority for the acceptance of gifts to the College.

Funding/ Financial Implications

N/A

Past Actions by the Board

The Board approved previous revisions to the College's Policy Manual in March 2024.

Recommended Action

Approve revision of College policies as presented.



Book Policy Manual
Section 7000 Property
Title GIFTS TO THE COLLEGE _Tracked Changes
Code po7230
Status
Legal [F.S. 112.312](#)
F.S. 1001.64
F.S. 1001.65

Adopted

7230 - **GIFTS TO THE COLLEGE**

The President is authorized to accept gifts or donations to the College, on behalf of The District Board of Trustees (Board), of money, equipment, supplies, and materials. The President may accept the terms and conditions of any such gift or donation, as deemed appropriate, and shall have the discretion to accept or deny the gift or donation on the basis of those terms and conditions.

Gifts of real property or equipment intended for use by the College or Foundation must be approved by the President prior to acceptance. The President may not accept any mortgages, contracts or any other obligations for either the College or Foundation without the prior approval of the Board of Trustees. If the mortgage, contract or other obligation may affect assets of the Foundation in any way, prior approval of the Foundation Board of Directors is also required.

Any gift conveying title shall be submitted to the Board for individual acceptance.

~~The President is authorized to accept individual gifts or donations of money up to \$500 per gift. If an individual gift or donation exceeds \$500, it shall be submitted to the Board for acceptance.~~

Gifts or donations from such groups or organizations as classes, affiliated clubs, and booster groups, shall be handled in accordance with this policy.

If a donor does not specify how the gift or donation is to be used, the use shall then be at the discretion of the President.

Any monetary gift or donation shall be properly receipted and processed in accordance with applicable College procedures.

At the President's discretion, a gift or donation may be presented to or recognized by the Board.

~~Permanent structures shall have utilitarian value in the operation of the College or be erected in memory of a person who has been associated with the College either as a student or employee, or an organization which has made some outstanding contribution to the College.~~

The Board shall not accept a gift of art unless the cost of installation, operation, and maintenance is consistent with the value of the gift to the College. An art gift will require the approval of the President.

Articles of equipment donated to the College by individuals, groups, or organizations may be accepted if they contribute to the operation of the College program. Donors shall be notified that the title of this gift shall be in the name of the Board.



Book	Policy Manual
Section	7000 Property
Title	GIFTS TO THE COLLEGE_Final
Code	po7230
Status	
Legal	F.S. 112.312 F.S. 1001.64 F.S. 1001.65
Adopted	May 20, 2024

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