

BP 5-4: Asset Protection/Risk Management

DCC BOARD POLICY 5-4

APPROVED: March 25, 2024

EFFECTIVE: March 25, 2024

REVIEWED: February 13, 2024

NEXT REVIEW DATE: March 2027

REFERENCES: MCA §17-6-202

RESPONSIBLE DEPARTMENT: Finance & Business Office

The President shall protect, maintain, and manage the risks of Dawson Community College assets. Accordingly, the President shall:

1. Minimize exposure of the organization, its Board, or employees to claims of liability.
2. Receive, process, or disburse funds and use state resources under controls that can be successfully audited.
3. Safeguard the organization's public image and creditability to further the accomplishment of the College mission.
4. Provide adequate protection against theft and casualty.
5. Establish disaster and emergency management plans.
6. Reasonably maintain college facilities and equipment.
7. Work with Finance Committee to oversee invested funds in a manner that will meet the daily cash flow demands of the College while conforming to all state and local statutes governing the investment of public funds.
8. Annually review the College's insurance policies to assure the extent of coverage is adequate and meets any legal requirements. Mid-Year acquisitions of assets will be added to policy to ensure adequate coverage of asset(s).

SCOPE: This policy applies to Dawson Community College

PROCEDURES: The President shall promulgate procedures to implement this policy.

History: 10/27/2014, 1/27/2020, 3/25/2024; Renumbered from 5-0 to 5-4 5/30/2024