

BP 5-6 – Disposition of Equipment and Supplies

DCC BOARD POLICY 5-6

APPROVED: February 27, 2023

EFFECTIVE: February 27, 2023

REVIEWED: January 10, 2023

NEXT REVIEW DATE: January 2026

REFERENCES: MCA 20-6-604

RESPONSIBLE DEPARTMENT: Finance and Operations

The President, or his/her designated representative, is authorized to sell or dispose of, at his or her discretion, any individual item of property with a current estimated value of less than \$1,000.

The Dawson Community College Board of Trustees must authorize the sale or disposal of any individual item of property, if such property has a current estimated value of \$1,000 or more.

All property designated for disposal will be offered for public sale to the highest bidder either through an advertised solicitation for sale of the specific item or by public auction.

The Dean of Finance and Operations and the Director of Physical Plant will be designated agents for transfer and/or public sale of surplus equipment after formal approval by the Board of Trustees.

SCOPE This policy applies to Dawson Community College.

PROCEDURES The College President shall promulgate such procedures as may be needed to implement this policy.

HISTORY: 2/27/2023; Renumbered from 5-14 to 5-6 5/30/2024