

Selkirk College Policies and Procedures		Title and number	7101 Use of College Equipment	
		Replaces	B7000.3	
		Effective	2004-05-06	Next review :
Executive Responsibility	Administrative Responsibility	Recommended by Policy Review Committee	2004-05-06	
Supervisors	Supervisors	Recommended/Approved by Education Council	N/A	
		Approved by President	2004-05-18	

1 POLICY

College equipment is purchased to support the education programs and the operation of the College. Requests received from non-profit community groups to borrow the equipment may be accommodated subject to the College's needs and policy.

2 REGULATIONS

1. Borrowing of College equipment is subject to the approval of the Direct Supervisor on the validity of the use of the equipment consistent with these regulations.
2. College activities have priority for the use of College equipment.
3. Non-profit community organizations, school boards, and other groups may borrow College equipment.
4. Faculty, students, and members of the community may borrow College equipment when its use is for research or study associated with an education program.
5. Borrowing of College equipment for private, personal use is not permitted.
6. The borrower will sign out and assume responsibility for the replacement or repair cost of equipment in the case of any loss or damage.
7. The Direct Supervisor shall ensure the borrower's ability to use the equipment in a proper manner.

Other relevant policies:

4200 Responsible Use of College Facility and Equipment

Key words:

Borrowing, Equipment