

GOVERNING BOARD POLICIES

Chapter 3 General Institution

3735

BP 3735 District Resources

It is the policy of the Governing Board that District facilities, equipment and on-duty personnel, except as otherwise provided in Board policies 6700 and 3900, shall be used only for District-related activities.

District equipment shall not be loaned or rented to other agencies, groups, or individuals for off-campus use unless specifically authorized by the Superintendent/President when he/she deems it to be in the best interests of the District, and where a District-related purpose is fostered or established.

Supervisors shall ensure that District equipment is used only for District-related activities. College employees shall obtain permission from their supervisors before using District equipment off campus. The employee shall be fully responsible for the equipment while in his/her possession and shall have it repaired or replaced in case of damage or loss.

District information technology, social media sites, printing, and reproduction services are intended for District instruction and administrative purposes. Use of such services by college employee organizations, other schools, colleges, governmental agencies, and non-profit organizations performing a District-related purpose will be allowed at the discretion of the administration. Charges to such agencies will be based on direct identifiable costs.

See also Board Policy 2717 – Personal Use of Public Resources, Board Policy 3900 – Speech: Time, Place, and Manner, and Board Policy 6700 – Civic Center and Other Facilities Use

References: Education Code Section 81600
 Government Code Section 8314

Formerly Governing Board Policy 2155 – College Resources

Adopted: June 1, 1988

Renumbered, Revised, and Adopted: March 13, 2018