

CAPITAL EXPENDITURES

PURPOSE

To require Edison State Community College to be strategic in the use of its facilities and equipment resources to meet its mission, to maintain safe, modern, and attractive facilities, and to do so in a responsible manner.

POLICY STATEMENT

The College's campuses are those locations at which the college owns the property, and on which there is potential for growth in the number of degrees and certificate programs offered. Other facilities at which the College provides course and service offerings shall be considered College sites. The College shall maintain a Facility Master Plan that considers its campuses, sites, and other facilities. The Facility Master Plan will reflect the College's mission and strategic direction. All capital project and equipment budgets shall be reviewed and approved by the Board of Trustees.

The College shall properly maintain its assets, including systems and utility infrastructures.

In administering capital budgets, the College will abide by College policy and procedure, and all applicable federal, state and local statutes and regulations.

The President shall establish procedures to administer this policy.

The President is responsible for establishing, communicating, and overseeing processes necessary to develop, maintain, and implement plans for the college's campuses, sites, and other facilities.

Appropriate committees will be permitted as necessary to provide input into the Facility Master Plan.

Maintaining campus buildings and grounds is the primary responsibility of the Facilities Department. Maintenance requests can be initiated by submitting a request through the Facility Department.

DEFINITIONS

FACILITY MASTER PLAN

The Edison State Community College Facility Master Plan is a ten-year plan that concentrates on the physical development of our campus and its facilities, encompassing elements of campus organization, land and building use, infrastructure, open space, relationship to our partnering communities and criteria for campus site and building design to ensure compliance with accepted physical master plan principles. Our physical master plan follows the institution's strategic plan so that it can function as a physical reflection of the strategic directions being taken by the institution.

ASSET

For the purposes of this policy, an asset is defined as a tangible item with value and useful life remaining. Examples include land, buildings, machinery, tools, equipment, vehicles, signage, IT infrastructure/equipment, sidewalks, roads, furniture, etc.