

CAMPUS STORAGE

POLICY

Implementation Date: 02/01/00

Revision Date: 00/00/00

Definition

Each unit at California State University San Marcos is required to provide supplemental storage space for university owned and/or authorized personal property entrusted to the unit when storage space in the unit is not available. Materials Management has been assigned the responsibility for securing supplemental storage space and for coordinating the appropriate use, access to and assignment of such space whether owned or leased. No other unit of the University is authorized to secure supplemental storage space.

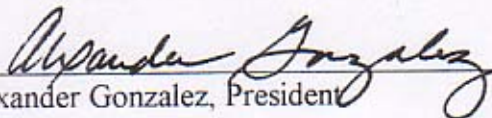
For the purpose of this policy and subsequent procedure, university-owned or otherwise authorized personal property (department property) is defined as equipment, supplies, records, furniture, artwork and other materials, purchased by, or on behalf of, gifted to and accepted by, or contractually accepted for safe-keeping, as in the case of exhibits, by CSU San Marcos.


Authority

The President of the campus.

Scope

Applies to all areas of the campus community.


Alexander Gonzalez, President


Approval Date