

COLUMBUS STATE COMMUNITY COLLEGE
POLICY AND PROCEDURES MANUAL

CAPITAL EXPENDITURES
Procedure 9-02 (G)
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Effective December 1, 2007

- (1) The office of the Senior Vice-President for Business and Administrative Services is responsible for establishing, communicating and overseeing processes necessary to develop, maintain and implement plans for the college's campuses, sites, and other facilities.
- (2) Appropriate committees will be chartered as necessary to provide input into master and other facility planning processes.
- (3) Maintaining campus buildings and grounds is the primary responsibility of the facilities services department. Requests for work orders can be initiated by submitting a work order request through the department's work order process.

Last Effective Dates:

August 15, 2005;

October 15, 1985 (Titled: Expenditure of Capital Funds 9-02 (E))