Loss or Damage to Personal Property and Personal Vehicle Policy

PURPOSE
To inform any operating unit, employee, student, or visitor of Nunez’s responsibility for personal property that is brought onto Nunez campus.

SCOPE
This policy applies to any operating unit, employee, student, or visitor of Nunez Community College.

POLICY
Personal property brought onto Nunez campus is done so at the employee’s, student’s, or visitor’s own risk.

I. Nunez Community College is not liable:
   a) For theft or damage of personal property left in vehicle parked in a college lot, nor for the loss of or damage to a vehicle.
   b) For theft or damage of money, valuables, clothing or other personal property

II. Reporting
   a) Loss or damage of personal property should be reported to the Director of Facilities.
Review Process: Provide/edit example table below to document review process and all reviewing entities

<table>
<thead>
<tr>
<th>X</th>
<th>Reviewing Council/Entity</th>
<th>Review Date</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Executive Cabinet</td>
<td>06/16/2022</td>
<td>06/16/2022</td>
</tr>
<tr>
<td></td>
<td>Chancellor</td>
<td>06/16/2022</td>
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</tr>
</tbody>
</table>

Distribution: Distributed Electronically via College’s Internet  June 16, 2022

Chancellor’s Signature/Approval

Signature: ____________________________  Date: __06/16/2022______
Chancellor