



**Title: #VII-11A. Use of College Facilities, Equipment, and Materials at WVU Parkersburg**

**Date: July 28, 2004** (replaces version dated March 4, 1994)

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The facilities, equipment and materials owned or purchased by or for West Virginia University at Parkersburg are intended for use in the conduct of the college's educational mission. These facilities, equipment and materials are considered to be the property of the state of West Virginia and any use which is not in keeping with the intended purpose is prohibited in accordance with West Virginia Code. Willful misuse, including damage, theft or conversion to private ownership or enterprise may be determined to be criminal acts and subject to the full authority of the law.

The personnel hired by or for West Virginia University at Parkersburg are employed to conduct the college's mission. Employees of West Virginia University at Parkersburg are considered to be employees of the state of West Virginia and their utilization for activities which are not in keeping with the college's mission is prohibited. Willful misuse of personnel, including the use of college personnel to support private purposes or private enterprise may be determined to be criminal acts and subject to the full authority of the law.

All facilities, equipment and materials owned by WVU at Parkersburg which are of sufficient purchase value are placed on the college's inventory of property. Property which no longer has a useful function at the college is transferred to the WV Agency for Surplus Property for disposition or sold at auction at the discretion of the Chief Procurement Officer. No college property may be disposed or sold other than by these means.

The state of West Virginia charges the Higher Education Policy Commission and the campus president with the responsibility to protect and ensure that the resources allocated to the institution are used properly for, and in, the public interest.

No employee, student or other person may utilize the property, materials, equipment, personnel or services of West Virginia University at Parkersburg for purposes beyond the college's educational mission except as permitted by existing governing board policy and with the consent of the campus president.