

BOARD POLICY

WESTERN IOWA TECH COMMUNITY COLLEGE

Series Number 708.3

Title Maintenance and Operation

Emergency Repairs

When an emergency arises in the maintenance and operation of any College property that directly affects the learning environment and/or safety and welfare of personnel and students, the following action shall supersede the official maintenance schedule:

1. Any staff member shall do all in his/her power to correct and/or control the emergency as need dictates; or,
2. If unable to correct and/or control the emergency, he/she shall report the emergency situation to the maintenance staff as soon as possible for correction.

When emergency repairs costing more than \$40,000 are necessary in order to prevent the closing of the college, the provision of the law with reference to advertising for bids shall not apply.

It shall be the responsibility of the President to obtain certification from the Area Education Agency administrator stating such repairs were necessary to prevent the closing of the College.

It shall also be the responsibility of the President to notify the Board as soon as possible regarding the circumstances of the emergency.

Date of adoption _____

Legal Reference: (Code of Iowa)

Date of Last Revision 12/11/95

24.6; 297.8

Date of Current Revision 4/9/07

Related Administrative Procedures and Cross References _____

