Principles of Accreditation

Compliance Report

Chipola College Compliance Audit Report

SACS Comprehensive Standard 3.11.1

3.11.1—Control of Physical Resources

The institution exercises appropriate control over all its physical resources.

Judgment of Compliance

☑ In Compliance

Statement of Rationale for Judgment of Compliance

Through the office of the Special Assistant to the President (1a; 1b), a variety of processes are utilized to ensure that the physical facility operation and maintenance are adequate to serve the institution’s mission. Areas of consideration include physical inventories and facility management. Working directly for the Special Assistant to the President is the Director of Physical Plant (2). This position’s responsibilities with regard to control over physical resources include physical inventories of furniture, fixtures and equipment; shipping and receiving; and facility maintenance. The Director of Physical Plant, together with the Special Assistant to the President and the Vice President of Finance are responsible for coordinating budgets, proposals, and expenditures for new construction and major renovation projects.

Chipola College exercises appropriate control over all its physical resources. All buildings are properly maintained by the Physical Plant Department and contracted services. Each year, the Florida Legislature appropriates Public Educational Capital Outlay (PECO) funds that are specifically restricted for use on new construction, remodeling and renovation, and repair and maintenance. The amounts restricted for deferred maintenance over the past two years for Chipola College were $304,000 for 2005-06 (3a) and $408,000 for 2006-07 (3b). These funds have been more than sufficient to meet deferred maintenance needs.

The college also properly controls furniture, fixtures and equipment. In accordance with college policy (4) all capital items over $1,000 are recorded as part of the college’s property records. Up-to-date records are kept by the college Property Clerk and an annual inventory is made to ensure all items are properly accounted for. Procedures for recording, deleting and disposing of property owned by the college are tested each year as part of the annual audit.
Chipola College is a member of the Florida Community College Risk Management Consortium, a program authorized by the Florida Legislature that allows community colleges in the State of Florida to join together to develop and implement a statewide cooperative system of risk management under one comprehensive plan. The Florida Legislature has provided authority for community colleges to participate in programs of self-insurance. Specifically, Florida Statutes, Section 1001.64(27) ([5]), provides authority for self-insuring property.

Documentation:

[1a] Resume for Special Assistant to the President
[1b] Job Description for Special Assistant to the President
[2] Job Description for Director of Physical Plant
[3a] PECO Deferred Maintenance Appropriations for 2005-06
[3b] PECO Deferred Maintenance Appropriations for 2006-07
[5] Florida Statutes, Section 1001.64. Community College Boards of Trustees; Powers and Duties