

**SCHOOLCRAFT COLLEGE**  
18600 Haggerty Road, Livonia, Michigan 48152-2696

**REAL PROPERTY ACQUISITION OR DISPOSAL**

Unless otherwise directed by the Board, the administration shall evaluate land holdings every five (5) years as a part of the long-range planning process, using contracted professional services when needed. The President will present his/her recommendations along with reports and/or site development plans to the Board of Trustees.

All offers to sell/lease real property to the College, or requests to buy or lease College real estate are to be referred to the President or designee.

When acquisition of real property is recommended, discussions and recommendations are to be treated as privileged and confidential until an option to purchase or lease has been obtained. Up to that point, all real property acquisitions will be discussed by the Board of Trustees in closed sessions, as permitted under PA 267 (1976). All transactions involving the acquisition of real property must be consummated by formal action of the Board of Trustees in open session.

When disposal of real estate is recommended, those recommendations will be considered by the Board of Trustees in open session after one or more Public Hearings have been held within the College District.

Real estate gifts, bequests, easements, rights-of-way, quit claim deeds, and the myriad of other details concerned with the management of the College's real estate holdings are exempt from this policy.

**NOTE:** For the purpose of this policy, Real Property is defined as "the raw land, whatever is erected or growing thereon or affixed thereto."

Revised—August 28, 1985  
(85-210)  
Reviewed—November 15, 1995  
Reviewed—VP and CFO  
November 23, 2004  
Reviewed—VP and CFO  
August 1, 2019