

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

**USE OF COLLEGE RESOURCES
BY INDIVIDUAL EMPLOYEES AND STUDENTS**

When College equipment is not needed for regularly scheduled use, it may be temporarily loaned or assigned to employees when officially authorized under rules established by the administration.

Under no conditions shall College resources, i.e., buildings, equipment, supplies, materials, personal services, College name, or logo, be used for personal gain.

Revised—February 27, 1985
(85-45)
Reviewed—Cabinet
May 30, 1996
February 5, 2002
Reviewed—Facilities Management
November 12, 2004
Reviewed—VP and CFO
August 1, 2019