

AP 5750 TROPHY AND AWARDS

NOTE: *Current CLPCCD Administrative Rules and Procedures 5445 is recommended for deletion.*

❖ **From current CLPCCD Administrative Rules and Procedures 5445 titled Trophy and Awards**

1. Chabot College

~~The following procedure is adopted to guide maintenance of trophies and awards at Chabot College.~~

- ~~a. All trophies and awards earned by Chabot teams and groups will be recorded on either (1) a sport summary file to be completed at the end of each season by the appropriate coach, or (2) an inventory form to be completed by the instructor/advisor. Effective Autumn 1996, the sport summary file will serve as the official inventory of Chabot College athletic trophies.~~
- ~~b. Upon retirement or resignation from Chabot College, each coach (forensics, athletics), instructor or advisor shall have the option of identifying one trophy/award as a personal memento. A replica of the trophy/award selected will be provided to the coach, instructor or advisor.~~
- ~~c. When the inventory of trophies/awards is sufficient in number and age to warrant archiving, a committee will recommend action to be taken. The Athletic Director or appropriate supervisor will present the recommendation to the College President for action and Board approval.~~
- ~~d. College staff, at the direction and approval of the President, will identify locations on campus where trophies and awards will be displayed and/or stored.~~

2. Las Positas College

~~The following procedure is adopted to guide maintenance of trophies and awards at Las Positas College.~~

- ~~a. All trophies and awards earned by Las Positas teams will be recorded on a summary file that is completed at the end of each season by the~~

- ~~appropriate Area Chair. Effective Autumn 1996, the summary file will serve as the official inventory of Las Positas College trophies/awards.~~
- ~~b. When the inventory of trophies/awards is sufficient in number and age to warrant archiving, a College committee will recommend action to be taken by the College President for action and Board approval.~~
 - ~~c. College staff, at the direction and approval of the President, will identify locations on campus, where trophies and awards will be displayed and/or stored.~~

~~Education Code 81450-81460~~

NOTE: The language in **black ink** is from the current Chabot-Las Positas CCD Administrative Rules and Procedures 5445 titled Trophy and Awards issued on January 21, 1997. This document was reviewed by the administrative team on June 4, 2013.

Date Approved:

(This procedure replaces current CLPCCD Administrative Rules and Procedures 5445)

Legal Citations for AP 5750

EDUCATION CODE SECTIONS 81450-81460

81450. (a) The governing board of any community college district may sell for cash any personal property belonging to the district if the property is not required for school purposes, or if it should be disposed of for the purpose of replacement, or if it is unsatisfactory or not suitable for school use. There shall be no sale until notice has been given by posting in at least three public places in the district for not less than two weeks, or by publication for at least once a week for a period of not less than two weeks in a newspaper published in the district and having a general circulation there; or if there is no such newspaper, then in a newspaper having a general circulation in the district; or if there is no such newspaper, then in a newspaper having a general circulation in a county in which the district or any part thereof is situated. The board shall sell the property to the highest responsible bidder or reject all bids.

(b) The governing board may choose to conduct any sale of personal property authorized under this section by means of a public auction conducted by employees of the district or other public agencies, or by contract with a private auction firm. The board may delegate to the district employee responsible for conducting the auction the authority to transfer the personal property to the highest responsible bidder upon completion of the auction and after payment has been received by the district.

81450.5. Notwithstanding Sections **81450** and 81452, a community college district may, without providing the notice required by Section **81450**, exchange for value, sell for cash, or donate any personal property belonging to the district if all of the following criteria are met:

(a) The district determines that the property is not required for school purposes, that it should be disposed of for the purpose of replacement, or that it is unsatisfactory or not suitable for school use.

(b) The property is exchanged with, or sold or donated to, a school district, community college district, or other public entity that has had an opportunity to examine the property proposed to be exchanged, sold, or donated.

(c) The receipt of the property by a school district or community college district would not be inconsistent with any applicable districtwide or schoolsite technology plan of the recipient district.

81451. Notwithstanding the provisions of Section **81450**, the governing board of a community college district may, with the consent of a county purchasing agent, utilize his services for the sale of personal property, as authorized by Section 25505 of the Government Code.

81452. (a) If the governing board, by a unanimous vote of those members present, finds that the property, whether one or more items,

does not exceed in value the sum of five thousand dollars (\$5,000), the property may be sold at private sale without advertising, by any employee of the district empowered for that purpose by the board.

(b) Any item or items of property having previously been offered for sale pursuant to Section **81450**, but for which no qualified bid was received, may be sold at private sale without advertising by any employee of the district empowered for that purpose by the board.

(c) If the board, by a unanimous vote of those members present, finds that the property is of insufficient value to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the board, or it may be disposed of in the local public dump on order of any employee of the district empowered for that purpose by the board.

81453. The money received from the sale shall be placed to the credit of the fund from which the original expenditure for the purchase of the property was made.

81454. The governing board of any community college district may dispose of personal property belonging to the district for the purpose of replacement by providing in the notice calling for bids for furnishing new materials, articles, or supplies that each bidder shall agree in his bid to purchase the property being replaced and to remove it from the school grounds and shall state in his bid the amount which he will deduct from the price bid for furnishing new materials, articles, or supplies as the purchase price for the personal property being purchased from the district. The board shall let the contract to any responsible bidder whose net bid is the lowest, or shall reject all bids.

81455. The governing board of any community college district may enter into contracts with manufacturers or suppliers for the exchange of household appliances and equipment belonging to the district and used for instructional purposes for new property of like class and kind for a similar use without advertising for or taking bids; provided, the cost to the district for such exchange shall not exceed the excess, if any, of the manufacturer's or supplier's selling price of the new property over the original cost to the district of the property being disposed of by the district, plus any applicable tax.

81456. The governing board of any community college district may, when calling for bids and letting contracts for constructing new school buildings, or repairing, altering, adding to, or reconstructing existing school buildings, or demolishing existing school buildings, require each bidder for the performance of the work to agree in his bid to purchase and to remove from the school grounds all old materials required by the specifications to be removed from any existing school building on the same school grounds and not required for school purposes and to state in his bid the amount which he will deduct from the price bid for the work as the purchase price of the old materials. The board shall let the contract to any responsible bidder whose net bid is the lowest, or shall

reject all bids.

81457. The governing board of a community college district may authorize any officer or employee of the district to sell to any student personal property of the district which has been fabricated by such student, at the cost to the district of the materials furnished by the district and used therein.

81458. The governing board of a community college district may sell to persons enrolled in classes for adults maintained by the district materials that may be necessary for the making of articles by those persons in the classes. The materials shall be sold at not less than the cost thereof to the district and any article made therefrom shall be the property of the person making it.

This section shall become operative January 1, 1992.

81459. A community college district may, in accordance with regulations adopted by the governing board of the district and for educational use, sell, give, or exchange for similar published materials, published materials prepared by the district in connection with the curricular and special services that the district is authorized to perform. Unless restricted by the regulations of the governing board, the sale or gift may be made to, and the exchange may be made with, any person, political subdivision, public officer or agency, or educational institution. The distribution of the published material in accordance with this section is declared to be a public purpose and in furtherance of Section 1 of Article IX of the California Constitution.

A community college district may also license the use of copyrights held by the district, to the same persons or entities and for the same purposes as provided in the above paragraph.

The district shall grant a license to any public agency organized under the authority of this state, unless an exclusive license has previously been granted a private publisher.

Any charge which may be assessed such a public agency for the license to use the copyright or for materials, to which the district holds the copyright, shall not exceed the cost to the district of the preparation and reproduction of the materials.

Any granting of a license, by a district, to reproduce copyrighted material is declared to be for a public purpose in furtherance of Section 1 of Article IX of the California Constitution.

81460. Notwithstanding any other provision of law, the governing board of any community college district owning land upon which agricultural products are grown may enter into agreements with an agricultural cooperative or association for the purpose of maintaining, harvesting or selling such products.