



Approved By: Cabinet
Effective Date: May 7, 2004

Category: Financial and Business Affairs
Contact: Associate Vice
President/Controller
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Insurance (College Property/Personal Property) Policy

I. Policies

A. College Property

The State of New York does not carry insurance on the College's (State) facilities, equipment, or property. They are self-insured by the State of New York. Residence Halls owned by the Dormitory Authority and certain individual works of art owned or on loan to the College are covered by separate insurance policies.

B. Personal Property

Employees are responsible for whatever personal property they bring onto campus. There is no College insurance or other reimbursement procedure, for loss or damage of personal property. The College assumes no responsibility for loss, theft, or damage to personal property, even if that loss was caused by the failure of a College mechanical system.

II. Procedures

A. General Procedures

1. For individuals who bring items of personal property to campus, where appropriate, we strongly encourage you to obtain private insurance coverage.
2. In the event that personal items are lost, stolen or damaged, the owner should contact University Police to document the incident officially.

III.