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5. Stewardship of University Property [1]

The university is committed to responsible stewardship of university resources, and members of the university community are expected to ensure that university property, funds, and technology are used appropriately. These responsibilities include using university property, equipment, and resources only for legitimate university purposes; promoting efficient operations; following sound financial practices; and engaging in appropriate accounting and monitoring.

University property includes the university seal, name, and logo. The university regulates the use of its seal, name and related trademarks and logos in order to protect the university's reputation and to ensure that their use is related to the university's educational, research, community service, and patient care missions.

Related Policies, Procedures and Guidelines

The following is a list of policies, procedures and guidelines related to this ethical principle – the list may not be all-inclusive of the related policies, procedures and guidelines.

Board of Regent Policy [contact info [2]]

- 13E: Fiscal Misconduct [3]

Administrative Policy Statements [contact info [4]]

- Academic Policies
  - 1026 - Chairs; Roles and Responsibilities of Department [5]
  - 1005 - Sponsored Project Revenues [6]
  - 1012 - Sponsored Research Policies [7]

- Administrative/General Policies
  - 2027 - Code of Conduct [8]
- Facilities Policies
  - 3002 - Capital Construction Planning and Projects [9]
- Finance Policies
  - 4018 - Alcoholic Beverages Purchased for University Events [10]
  - 4004 - Bank Account and Investment Account Restrictions [11]
  - 4006 - CU Foundation Transfers [12]
  - 4027 - Donations [13]
  - 4016 - Fiscal Code of Ethics [14]
  - 4012 - Fiscal Misconduct Reporting [15]
  - 4014 - Fiscal Roles and Responsibilities [16]
  - 4011 - License and Certification Fees, Memberships, or Dues [17]
  - 4056 - Payment Card Cost and Risk; Acceptance of [18]
  - 4015 - Propriety of Expenses [19]
- Risk Management and Public Safety Policies
  - 7001 - Insurance and Indemnification Requirements for Use of Facilities by Non-University Groups [20]
  - 7002 - Vehicles; Operation of University [21]

PSC Procedural Statements [contact info [22]]

- After-the-Fact Purchases [23]
- Alcoholic Beverages Purchased for University Events [24]
- Business Expense Reimbursement [25]
- Cash Advances [26] (Formerly Travel Advances)
- Complimentary Tickets [27]
- Official Functions [28]
- Payment Voucher/Authorization [29]
- Personal Technology & Telecommunications [30]
- Petty Cash & Change Funds [31]
- Sensitive Expenses [32]
- Study Subject Payments [33]
- Travel [34]
- Undocumented Reimbursement [35]

Related Training

Training is available online via the Skillsoft training tool. To get more information, log in to your campus employee portal [36], click on the **NavBar,** select **CU Resources > Training > Start Skillsoft.**

SEE ALL TRAINING RELATED TO STEWARDSHIP OF UNIVERSITY PROPERTY [37]

Groups audience:
Principles of Ethical Behavior

Source URL:https://www.cu.edu/principles/our-principles/5-stewardship-university-property

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