

**Category:** Operations

**Division:** Administrative Services

**Department:** [Click here to enter text.](#)

**Policy Title:** Insurance

**Policy Statement:** The Board shall maintain an adequate insurance program to protect the property of the College against fire, vandalism and theft; to protect the Board members and employees against general liability resulting from the discharge of their duties; and to offer protection against injury for all employees while acting in behalf of the College.

**Procedures:** The responsibility for administering the total insurance program is delegated to the President or his/her designee. Upon Board approval, the Board shall enter into insurance contracts with those companies recommended by the administration and approved by the Board of Trustees. Any modification of these specifications, which may from time to time be considered necessary because of changes in the law or substantial changes in the College's exposure values, will be brought before the Board for discussion and appropriate action.

**Worker's Compensation:** Pursuant to state and federal law, all employees of the Garden City Community College shall be covered by the Worker's Compensation Insurance.

**Contacts:** Chief Financial Officer

**Approved Date:** 8/1/2016

**Policy History:**

**Keywords:** assets, property, insurance, workers compensation, liability

**Related Form:** [Click here to enter text.](#)