

POLICY & PROCEDURES MANUAL

WAYLAND BAPTIST UNIVERSITY

Classification Number: 5.1.7

Reviewed: August 14, 2017

SUBJECT: ROUTINE PREVENTIVE AND DEFERRED MAINTENANCE

Wayland Baptist University is dedicated to providing the physical facilities necessary to meet the educational, recreational, social, and residential needs of students, faculty, and staff. To ensure the ongoing maintenance of the physical plant, the vice president of enrollment management will maintain a written plan for the maintenance of buildings, grounds, and equipment. The plan will address each of the following components:

1. plant management
2. construction and construction financing
3. preventive maintenance
4. maintenance of grounds
5. housekeeping services
6. heating, ventilation, air conditioning, and lighting
7. equipment inventory

This plan will be presented annually in October or November to the Planning Council. Changes which impact the campus master plan shall be forwarded to the Board of Trustees for review and approval.

Contact for Interpretation: Vice President of Enrollment Management

The policy statement supersedes all previous policy statements on this subject.

Revisions:

- 08/14/2017 - Reviewed
- 01/06/2011 - Revision-