



June 17, 2024

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Disposition of Surplus Property Assets

Item Description

This item requests Board approval to dispose of property assets designated as surplus.

Overview and Background

The College has the responsibility to record the College's property assets and conduct an annual inventory for the designated items and to periodically dispose of accumulated surplus property, assets which are obsolete and serve no useful function or their continued use is not economically feasible. These assets may include IT equipment, furniture and vehicles, but not facilities or land.

Florida Statutes (section 274.05) allows a government unit discretion to classify as surplus any of the property assets that meet the description listed above. The College has deemed the items on the following list as surplus in accordance with this statute.

Florida Statutes (section 274.06) allows property assets to be disposed of in the most efficient and cost-effective manner as determined by the government unit. The College may offer these items for sale according to the provisions of the statute, or the items may be donated or destroyed if they are without value.

Funding/ Financial Implications

There are no funding or financial implications.

Past Actions by the Board

During previous years, the Board has authorized the College to dispose of surplus property items in accordance with the procedures defined in Florida statutes.

Recommended Action

Authorize the College to dispose of the items designated as surplus.

Assets for Surplus / Disposal

Asset #	Description	Date Acquired	Purchase Amount	Depreciated Value	Code
BA-000017351	EMERGENCY CARE SIMULATOR	9/1/2006	37,674.00	0.00	1
BA-000017352	BABY SIMULATOR	10/1/2006	37,800.00	0.00	1
BA-000017353	PEDIATRIC CARE SIMULATOR	10/1/2006	37,800.00	0.00	1
BA-000017373	PEDIATRIC CARE SIMULATOR	7/1/2007	40,999.50	0.00	1
BA-000017374	BABY SIMULATOR	7/1/2007	40,999.50	0.00	1
BA-000017496	HAPTICS TRAINING SIMULATOR	2/2/2011	10,230.00	0.00	1
BA-000017497	HAPTICS TRAINING SIMULATOR	2/2/2011	10,230.00	0.00	1
BA-000017498	HAPTICS TRAINING SIMULATOR	2/2/2011	10,230.00	0.00	1
BA-000017509	PEDIATRIC CARE SIMULATOR	11/30/2010	48,316.07	0.00	1
BA-000017510	METI SIMULATOR	11/30/2010	42,257.10	0.00	1
BA-000017511	METI SIMULATOR	11/30/2010	42,257.10	0.00	1

Asset Codes:

- 1 Obsolete - To Be Disposed
- 2 Salvaged – To be Used for Parts
- 3 Surplus - To Be Sold or Donated
- 4 Trade - Asset To Be Used for Trade-In Value
- 5 Lost/Stolen (Police report filed)