

## **BP 5.1.17 Selling/Disposition of Desk, Review, Sample and Complimentary Instructional Materials**

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**Legal Authority**    *NCGS 115D-20; NCGS 115D-15*

**Approvals**            *11/08/07*  
**Revision**

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### **Policy**

It is the opinion of the Attorney General that complimentary textbooks are the property of the college and may be disposed of only in accordance with NCGS 115D-15 and with the approval of the State Board of Community Colleges. Any proceeds must be used for capital outlay purposes.

Desk and complimentary copies of books and other instructional materials, whether solicited or unsolicited, sent to faculty or staff because of their position with the college must not be sold for personal gain.