

West Virginia University Parkersburg Board of Governors

**POLICY E-52
CAPITAL SPENDING**

Section 1. General

- 1.1 Scope: This policy governs the management of WVU Parkersburg's Facilities Master Plans, Campus Development Plans and capital projects in excess of \$250,000.
- 1.2 Authority: W. Va. Code [§18B-1-6](#) and [§18B-19-4](#), 135, C.S.R. 12, *Capital Project Management*
- 1.3 Effective Date: January 7, 2025
(Replaces version dated April 17, 2009)

Section 2. Purpose

- 2.1 The purpose of this policy is to establish guidelines, delegate authority and assign responsibility for the governance of capital planning and management activities under the authority of the WVU Parkersburg Board of Governors. This policy shall also govern the acquisition of facilities, real property, and capital equipment by purchase, lease or lease/purchase.

Section 3. Governing Board's Assignment of Responsibility and Process for Review and Approval of Capital Projects.

- 3.1 It shall be the responsibility of the President or the President's designee to propose to the Governing Board for review and approval all of the following:
 - 3.1.1. Campus development plans.
 - 3.1.2. Capital projects expected to exceed a total of \$250,000.
 - 3.1.3. Capital purchase, lease or lease /purchase agreements in excess of \$250,000.
 - 3.1.4. Acquisition or disposal of real property.
- 3.2 Such projects as cited in section 3.1 above shall be submitted to the Board of Governors through its committee on Administrative Services.
- 3.3 Capital projects including capital leases expected to exceed one million dollars require Council approval.
- 3.4 If multiple capital projects exceed \$250,000, the projects should be recommended by the Executive Director of Maintenance & Facilities Management to the President in proposed order of priority jointly agreed upon by the Executive director of Maintenance & Facilities Management and the President.

- 3.5 Prior to submission to the Council, the Board of Governors shall review proposed Campus Development Plans to insure that the plans are designed to support the mission and current programs of the College and are realistically consistent with changing conditions and anticipated funding. The Board of Governors must approve such plans before submission to the Council.
- 3.6 The Board of Governors shall review individual capital projects exceeding \$250,000 for funding availability and consistency with the objectives of the current Campus Development Plan or such other justification as may be warranted. This review will occur during the Board of Governors Administrative Services Committee meetings.
- 3.7 Once the Board of Governors has approved the same of any institutional property, the College shall follow the process outlined in W. Va. Code §18B-19-10 and any requirements of the Governor's Office in effectuating such sale.