Procedure Summary

This procedure identifies delegation of responsibility for Texas A&M University-Corpus Christi’s buildings, grounds, and other improvements.

Procedure

1. Buildings, grounds, and other improvements in the possession of the university are managed in accordance with state law, appropriate system policies and regulations, and university rules and procedures. The President has delegated the responsibility for the custody, care, maintenance, and safekeeping of buildings and other improvements to the officers listed below. For information on the use of university buildings by outside groups, see university procedure 41.01.01.C0.01, Use of University Facilities.

2. Information concerning real estate or acquisition involving real property must be coordinated through the Executive Vice President for Finance and Administration.

3. Space utilization studies and inventories of physical space will be conducted and reports prepared as required, and to the extent deemed necessary, to ensure optimum usage of buildings and other facilities. The Office of Planning and Institutional Research and the Associate Vice President for Operations will be responsible for coordination of these requirements.

4. The Associate Vice President for Operations is responsible for the management of vendor contracts for maintenance, grounds, custodial services, and other real property and real property installed equipment improvements. These responsibilities include:

   (a) Maintaining and updating the Campus Master Plan and coordination of facilities planning of all buildings and other improvements;

   (b) Construction, modification, or rehabilitation of buildings, grounds, or other improvements (i.e., utility systems, parking lots, and other infrastructure) on the campus, including material component selections and the building access system; and
41.01, Real Property
System Regulation 41.01.01, Real Property
University Procedure 41.01.01.C0.01, Use of University Facilities
University Procedure 41.01.01.C0.02, Building Access and Key Control

This procedure supersedes:
  • 41.05.02.C1, Management of Buildings, Grounds and Other Improvements
Contact Office

Contact for clarification and interpretation: Associate Vice President for Operations
(361) 825-2422