



## **BOARD POLICY**

**Subject:                   Community Relations**  
**Series 902:               Gifts**

The following rules shall apply to the reporting, offering, soliciting and acceptance of gifts by officials and employees of Kirkwood Community College

### **Controlling Statute**

Except as provided otherwise by these rules, the reporting, soliciting and acceptance of gifts by officials and employees of Kirkwood Community College shall be governed by the provisions of Chapter 68B.22 of the Code of Iowa.

### **Definitions**

The terms "official," "employee," "gift," "public disclosure" and "immediate family members" shall have the same meaning of Chapter 68B.22 of the Code of Iowa.

### **Gifts Offered or Made**

No person shall offer or make a gift or series of gifts that has a total value of three dollars (\$3.00) or more to an official or employee of Kirkwood Community College or their immediate family members in any one calendar day. The three dollar (\$3.00) limitation applies separately to a person and the person's immediate family members.

### **Gifts Solicited or Accepted**

No official or employee of Kirkwood Community College or their immediate family members shall directly or indirectly solicit or accept from any one donor in any one calendar day a gift or series of gifts having a value of three dollars (\$3.00) or more. The three dollar (\$3.00) limitation applies separately to a person and the person's immediate family.

### **Donation of Gifts**

A person may give, and an official or employee of Kirkwood Community College and their immediate family members may accept a non monetary gift if the gift is donated within thirty (30) days to another public body, or bona fide educational or charitable organization.

Date of Adoption:   10-07-68  
Date of Revision:      
Date of Review       03-10-16

Legal Reference (Code of Iowa):  
Chapter 68B.22

Related Administrative Rules and Regulations: