



Board of Trustees
Policy Statement
University Policy
Library

Operational Area	Business, Finance, and Facilities
Responsible Executive	Vice President of Administration and Finance/CFO
Responsible Office	Vice President of Administration and Finance/CFO Office
Effective	May 1, 2026

Leases of Real Property Policy

Business, Finance, and Facilities

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I. INTRODUCTION

- A. **Authority:** C.R.S. § 23-54-102, et seq. (2026) authorizes the Trustees of Metropolitan State University of Denver (“MSU Denver” or “University”) to establish rules and regulations to govern and operate the University and its programs. The Board of Trustees (“Trustees” or “Board”) retain authority to approve, interpret, and administer policies pertaining to University governance. The Trustees authorize the President of MSU Denver to approve, administer, and interpret policies pertaining to University operations.
- B. **Purpose:** This policy sets forth rules and requirements for the acquisition or use of real property by MSU Denver.
- C. **Scope:** This policy applies to MSU Denver employees and administrative units.

II. ROLES AND RESPONSIBILITIES

- A. **Responsible Executive:** Vice President of Administration and Finance/CFO
- B. **Responsible Administrator:** Vice President of Administration and Finance/CFO
- C. **Responsible Office:** Office of the Vice President of Administration and Finance/CFO



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D. **Policy Contact:** Vice President of Administration and Finance/CFO,
jcarpe33@msudenver.edu

III. POLICY STATEMENT

- A. Any acquisition or use of real property by the University which is conditional upon or requires expenditures of funds shall be subject to the approval of the MSU Denver Board of Trustees. The Board of Trustees has the responsibility and authority to review and approve the acquisition of real property secured through lease rental agreements or otherwise in accordance with the policies established by the CCHE. This policy applies to the acquisition of real property regardless of its planned use (e.g., instructional, public service, institutional support, academic support, etc.).
- B. "Real property" is defined as land any interest therein, and generally whatever is erected or growing upon or affixed to land.
- C. Lease, rental, or other real property use agreements executed prior to the effective date of this policy shall not be construed as invalidated.

IV. RELATED INFORMATION

- A. [MSU Denver Administration](#)
- B. [Colorado Commission on Higher Education \(CCHE\)](#)

V. POLICY HISTORY

- A. **Effective** May 1, 2026
- B. **Revised:** 2026 updated Board approval of acquisition of real property instead of CCHE; April 1, 2019 revision supersedes section 4.12 of the MSCD Trustees Manual, 2007.
- C. **Original Enactment Date:** 2007
- D. **Review:** This policy will be reviewed every five years or as deemed necessary by University leadership.



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VI. POLICY APPROVAL

A handwritten signature in blue ink, appearing to read "Janine Davidson".

Janine Davidson, Ph.D.
President, Metropolitan State University of Denver

A handwritten signature in blue ink, appearing to read "Jerry Glick".

Jerry Glick
Chair, Board of Trustees, Metropolitan State University of Denver