

D-8 POLICY

Auxiliary Services

Auxiliary Services may be offered in alignment with the College's mission. Auxiliary services include, but are not limited to the following:

Bookstore

The President is authorized to establish and operate College bookstores on each campus for the primary purpose of providing textbooks, materials, and other items as appropriate.

The bookstore may be leased or subcontracted to a private vendor upon approval of the Board of Governors.

Part of the funds received from the bookstore may be earmarked and set aside annually for the maintenance and capital improvement of the bookstore. The remainder of the net profit shall be available for redistribution as recommended by the President and upon approval of the Board of Governors.

A complete physical inventory of stock in trade shall be taken at the end of each fiscal year.

Food and Beverage Services

The President is authorized to establish and operate a College food service program on each campus, which may include but is not limited to, cafeterias, coffee shops, and restaurants.

The food services may be leased out or subcontracted to a private vendor upon approval of the Board of Governors.

A portion of the gain from food service operations may be earmarked and set aside annually for the maintenance and capital improvement of the food service facilities and the remainder of the gain from operations shall be available for redistribution as recommended by the President and upon approval of the Board of Governors.

A complete physical inventory of stock in trade shall be taken at the end of each fiscal year.

Student Activity

The President is authorized to establish other fee type funds such as a Student Activity Fund and a Facilities Fee Fund on each campus of Southeast Community College which may receive revenue from students, other individuals, and organizations.

Receipts and disbursements shall be processed as restricted accounts and under the supervision of the Vice President of Administrative Services.



COLLEGE POLICY

FISCAL MANAGEMENT

Adopted: 12/13/22

Reviewed: 10/14/22, 11/7/22

Next Review: TBD

Web link:

Tags:

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