



BP 6100 Delegation of Authority, Business and Fiscal Affairs

References:

Education Code Sections 70902 subdivision (d), 81655, and 81656

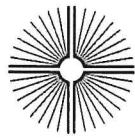
NOTE: *This policy is legally required.*

The Board delegates to the [**CEO**] the authority to supervise the general business procedures of the District to assure the proper administration of property and contracts; the budget, audit and accounting of funds; the acquisition of supplies, equipment and property; and the protection of assets and persons. All transactions shall comply with applicable laws and regulations, and with the California Community Colleges Budget and Accounting Manual.

No contract shall constitute an enforceable obligation against the District until it has been approved or ratified by the Board. (See BP 6340 Bids and Contracts).

The [**CEO**] shall make appropriate periodic reports to the Board and shall keep the Board fully advised regarding the financial status of the District.

Revised 4/15



BP 6550 Disposal of Property

References:

Education Code Sections 70902 subdivision (b)(6), 81360 et seq., and 81450 et seq.

NOTE: *This policy is legally required.*

The [**CEO**] is delegated authority by the Board to declare as surplus such personal property of the District as is no longer useful for District purposes, and shall establish procedures to dispose of such property in accordance with applicable law. All sales of surplus personal property shall be reported to the Board on a periodic basis. This policy shall not be construed as authorizing any representative of the District to dispose of surplus real property at any time.

Revised 2/04, 8/07, 7/11, 3/12

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BP 6700 Civic Center and Other Facilities Use

References:

Education Code Sections 82537 and 82542;
Title 5 Sections 59601 et seq.

NOTE: *This policy is legally required.*

There is a Civic Center at [**each of**] the college[s]. The Civic Centers are [**designate large auditoriums or other facilities suitable for public use**]. Use of the Civic Center shall be granted as provided by law. The [**CEO**] shall establish procedures regarding the use of District property and facilities, including property designated by the District as a Civic Center, by community groups, outside contractors, and others.

The administrative procedure shall reflect the requirements of applicable law, including Education Code Section 82537, regarding Civic Centers. The procedures shall include reasonable rules regarding the time, place, and manner of use of District facilities. They shall assure that persons or organizations using District property are charged such fees as are authorized by law. Public use of District property shall not interfere with scheduled instructional programs or other activities of the District on behalf of students.

No group or organization may use District property to unlawfully discriminate on the basis of race, color, religion, ancestry, national origin, military or veteran status, disability, gender, gender identity, gender expression, or sexual orientation, or the perception that a person has one or more of the foregoing characteristics, or because a person associates with a person or group with one or more of these actual or perceived characteristics, or on any basis prohibited by law.

Use of the District's Civic Centers will be only for the purposes described by the California Legislature in Education Code Section 82537. These purposes include use by the community and organizations for public, literary, scientific, recreational, educational, or public agency meetings, or for the discussion of matters of general or public interest upon terms and conditions which that the governing board deems proper, and subject to the limitations allowed by law. In granting permission to use the Civic Centers, the District will not discriminate on the basis of viewpoint with regard to organizations engaging in expressive activities on the topics and subject matters articulated above.

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BP 6740 Citizens' Oversight Committee

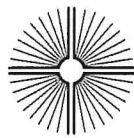
References:

Education Code Sections 15278, 15280, and 15282;
California Constitution Article XIII A Section 1(b), Article XVI Section 18 (b)

NOTE: *The following applies only to districts that have passed a bond issue under Proposition 39 requirements. It is legally advised that boards adopt a policy; it is required that districts act in accordance with law.*

If a bond measure has been authorized pursuant to the conditions of Proposition 39 as defined in the California Constitution, the [**CEO**] shall establish a Citizens Oversight Committee in accordance with the applicable law and necessary regulations.

New 7/02



BP 6750 Parking

References:

Education Code Section 76360;
Vehicle Code Sections 21113 and 40220

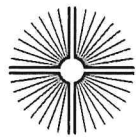
NOTE: *This policy is **legally required**.*

The [**CEO**] shall establish such administrative procedures regarding vehicles and parking on campus as are necessary for the orderly operation of the instructional program. No person shall drive any vehicle or leave any vehicle unattended on the campus except in accordance with such procedures.

Parking fees may be established in accordance with these board policies. (See BP 5030 Fees)

Revised 10/18

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BP 6900 Bookstore(s)

References:

Education Code Section 81676;
Civil Code Section 1798.90

NOTE: *The following language is legally required.*

College bookstore[s] shall be established and operated by [either “the District” or by “a qualified vendor”].

College bookstore(s) shall comply with the requirements of the Reader Privacy Act.

NOTE: *The following language is suggested as good practice.*

Option 1—If the bookstore is run by the District:

Operational costs of the college bookstore(s) shall be paid from revenue earned from the bookstore.

Fiscal management of the bookstore[s] shall be in accordance with the California Community Colleges Budget and Accounting Manual. An annual audit of the records and accounts of the bookstore shall be provided to the Board.

Option 2—If a qualified vendor is to provide bookstore services:

Contracts for outside vendors to operate bookstores shall be awarded by competitive bid, submitted to the Board for approval, and awarded in the best interests of the students. Student organizations shall be encouraged to submit bids and given preference *[if they meet all other bid criteria]*.

Revised 8/06, 3/12