

**Coast Community College District**  
**BOARD POLICY**  
Chapter 3  
General Institution

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**BP 3600    AUXILIARY ORGANIZATIONS**

**References:**

Education Code Sections 72670 et seq.;  
Title 5 Sections 59250 et seq.

The Board may recognize and approve auxiliary organizations established to provide the District supportive services, specialized programs and functions identified in Title 5.

As defined in Education Code Section 72670 and 72670.5, an “auxiliary organization” may include, but is not limited to, the following entities:

- (a) Any entity in which any official of a community college district participates as a director as part of his or her official position.
- (b) Any entity formed or operating pursuant to Article 4 (commencing with Section 76060) of Chapter 1 of Part 47.
- (c) Any entity which operates a commercial service for the benefit of a community college or district on a campus or other property of the district.
- (d) Any entity whose governing instrument provides in substance both of the following:
  - (1) Its purpose is to promote or assist a community college or district, or to receive gifts, property and funds to be used for the benefit of the community college or district or any person or organization having an official relationship therewith.
  - (2) Any of its directors, governors, or trustees are either appointed or nominated by, or subject to, the approval of the governing board of the district, an official of the district, or selected, ex officio, from the membership of the student body or the faculty or the governing board or the administrative staff of the district.
- (e) Any entity which is designated as an auxiliary organization by the Board.

The Chancellor shall establish the administrative procedures necessary to fully comply with California law relating to auxiliary organizations, and to submit this policy and those procedures to the Chancellor for the California Community Colleges as required by law. At a minimum, the procedures shall address the subjects required by Title 5.

Recognition and establishment of auxiliary organizations shall include a public hearing on the recommendation to recognize or establish an auxiliary organization; Board approval of the auxiliary organization; and approval of a written agreement between the District and the auxiliary organization describing the services, programs or functions to be performed. All such written agreements shall comply with the requirements of Title 5 Section 59257(j).

Any auxiliary organization recognized by the Board shall conduct its business in accordance with the administrative procedures adopted by the Chancellor pursuant to this policy. Notwithstanding anything contained in the administrative procedures, any auxiliary organization recognized by the Board shall comply with Education Code provisions regarding:

- the composition of a board of directors and the way in which it conducts its meetings;
- conducting an annual audit;
- employing its work force;
- expending and appropriating its funds, and keeping its records.

No funds or resources, other than funds or resources derived from gifts or bequests, shall be transferred by the District to any of its auxiliary organizations for the purpose of either avoiding laws or regulations governing community college districts or providing the District with an unfair advantage with respect to any state funding mechanism. Such state funding mechanisms include, but are not limited to, general apportionment funding, capital outlay funding, Extended Opportunity Programs and Services funding, and funding for programs and services for disabled students.

Adopted February 16, 2011  
Revised June 15, 2011  
Revised November 16, 2011  
Revised December 11, 2013  
Revised June 20, 2018