

POLICIES AND PROCEDURES

Subject: Student Organization Funds Reference: G-XXIV-b

Source: Vice President, Student Success Eff. Date: July 30, 2013

Approval Auth.: President Approved: _____

Remarks: Replaces previous policy dated February 21, 2011.

Date: **July 30, 2013**

All funds of each official student organization shall be deposited in an agency account maintained for the organization by the College's Business Office. Deposits are made to the Business Office.

All expenditures of student organization funds must be approved, in writing, by the Coordinator of Student Activities in advance of the commitment or expenditure.

Detailed procedures for the deposit, expenditure and other administration of funds will be prescribed by the Vice President, Student Success with the advice of the Vice President, Finance and Administration.