

Policy 515 - Auxiliary Enterprises

Auxiliary Enterprises

The College believes the operation of auxiliary enterprises to be helpful in meeting the educational mission of the College. An auxiliary enterprise is an activity where the costs of providing goods and services to the general public or to the internal college community are recovered through user charges. All such activities shall conform to the provisions of the commercial activities statute **RCW 28B.63 (app.leg.wa.gov/rcw/default.aspx?cite=28B.63)** , and will operate as proprietary funds under the guidelines set forth by the **Office of Financial Management (ofm.wa.gov/accounting/saam)** .

Commercial Activities

The primary mission of the Lower Columbia College is to serve the comprehensive educational and public service needs within its service district. In carrying out this mission, it is often necessary and appropriate to provide goods, services or facilities for fees in order to enhance, promote and support its educational training and public service functions. All such activities must be conducted pursuant to **RCW 28B.63 (app.s.leg.wa.gov/RCW/default.aspx?cite=28B.63)** and appropriate board policies.

Historic Information

- Approved by the Executive Leadership Team: March 16, 2022
- Campus Review: February 22- March 8, 2022
- Reviewed by UMCC: February 15, 2022
- Reviewed by Governance Council: February 2, 2022
- Reviewed by the Executive Leadership Team: January 26, 2022
- Reviewed by Executive Leadership Team: August 31, 2020
- Adopted: February 23, 2009
- Campus Review: February 1-22, 2009
- Reviewed by the Cabinet and Leadership Team: November 2008
- Replaces policies 705 – 705.2 approved: August 1989

Resource/Reference/ Procedure	Title	Unit Responsibility
WAC 132M-141 (app.leg.wa.gov/WAC/default.aspx?cite=132M-141)	Rental of College Facilities	VP of Administration/ Director of Finance
Facilities Rental Information (lowercolumbia.edu/rental/)		VP of Administration/ Facilities Rental Coordinator

Resource/Reference/ Procedure	Title	Unit Responsibility
Administrative Procedure 515.1A (lowercolumbia.edu/publications/administrative-policies/_assets/documents/515.1A.docx.pdf)	Sales to Students, Faculty, Staff and Invited Guests	VP of Administration/ Facilities Rental Coordinator
Administrative Procedure 515.2A (lowercolumbia.edu/publications/administrative-policies/_assets/documents/515.2A.docx.pdf)	Sales to Persons other than Students, Faculty, Staff and Invited Guests	VP of Administration/ Facilities Rental Coordinator