

LOS ANGELES COMMUNITY COLLEGES  
OFFICE OF THE CHANCELLOR  
ADMINISTRATIVE REGULATIONS

INDEX NUMBER AO-2

<b>REFERENCE:</b> Board Rules, Chap. XIII Article 13101	<b>TOPIC:</b> Auxiliary Organization Recognized Food Services, Programs and Functions
<b>ISSUE DATE:</b>	<b>INITIATED BY:</b> Business Services
<b>CHANGES:</b> Sections 1&2	<b>DATE OF CHANGES:</b> April 3, 2000

1. Auxiliary organizations may be recognized and established by the Board of Trustees to perform the following services, programs and functions:

- a. Student association or organization activities;
- b. Bookstores;
- c. Food and campus services as articulated below;
- d. Student union programs;
- e. Facilities and equipment, including parking;
- f. Loans, scholarships, grants-in-aid;
- g. Workshops, conferences, institutes and federal and specially funded projects;
- h. Alumni activities;
- i. Supplementary health services;
- j. Gifts, bequests, devises, endowments and trusts; and
- k. Public relations programs.

No auxiliary organization shall be authorized by the Board of Trustees to engage in any other function unless the Board of Governors amends Section 59259 of Title 5 by adding said function to the list of approved functions of auxiliary organizations; or unless said function is essential to satisfy the non-profit corporation or tax laws of the State of California or the Federal tax laws.

2. Bookstores and foodservices may be administered only by a District-wide auxiliary organization. Colleges may submit a "Request for Contract", which may require a competitive bidding process with the District, as appropriate, so that a contract with the individual college's foundation may be considered for the purpose of servicing and maintaining District-owned vending machines. Any other food services activities by college foundations may only be assumed if the Chancellor has specifically authorized the college foundation to conduct such activities, and any legal requirements have been met, such as competitive bidding,

lease of space, and review by the Personnel Commission regarding contracting out food service work.

3. Federal and specially funded projects which require status or financial reports or may be subject to audit by the awarding agency may be administered only by a District-wide auxiliary organization.
4. Operations of commercial services on a campus shall be self supporting when operated by an auxiliary organization.