BP 6200  Budget Development and Administration

Reference:
Education Code Section 70902(b)(5);
Title 5, 58300 et seq.;

Budget Development

Each year, the Chancellor shall present to the Board a budget, prepared in accordance with Title 5 and the California Community Colleges Budget and Accounting Manual. The schedule for presentation and review of budget proposals shall comply with state law and regulations, and provide adequate time for Board study.

The budget is the District’s spending plan and shall support the District’s master and educational plans. It shall be developed in a process including consultation with each district program. A schedule (Budget Calendar) shall be provided to the Board by January 30th of each year that includes dates for presentation of the tentative budget, required public hearing(s), Board study session(s), and approval of the final budget. At the public hearings, interested persons may appear and address the Board regarding the proposed budget or any item in the proposed budget.

Budget projections will address long term goals and commitments. Assumptions upon which the budget is based shall be presented to the Board for review, and any changes to those assumptions shall be reported to the Board in a timely manner.

Budget Administration

The budget shall be managed in accordance with Title 5 and the California Community Colleges Budget and Accounting Manual. Budget revisions shall be made only in accordance with these policies and as provided by law.

Revenues accruing to the District in excess of amounts budgeted shall be added to the District’s reserve for contingencies. They are available for appropriation only upon a resolution of the Board that sets forth the need according to major budget classifications in accordance with applicable law.

Board approval is required for changes between major expenditure classifications. Transfers from the reserve for contingencies to any expenditure classification must be approved by a two-thirds vote of the members of the Board. Transfers between expenditure classifications must be approved by a majority vote of the members of the Board.

See Administrative Procedure 6200
Approved 05/14/08