

GRAYS HARBOR COLLEGE
Operational Policy

Subject: BUDGETING FOR STUDENT ACTIVITIES

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Operational Policy Number: 409

**Date adopted: 11/17/80 Revised: 7/9/90, 1/17/95, 3/21/00,
4/18/06, 2/18/20**

It is the intent of the Board of Trustees of Grays Harbor College that students, through their elected student representatives, have a meaningful role in the preparation of the budget of the Associated Students of Grays Harbor College. The Board intends that the Student Council shall provide reasonable opportunities for student participation in the process through hearings, full discussions at budget committee meetings, and through such other means as may be productive. The Student Council is to have guidance and direction from the college administration consistent with RCW 28B.15.045. The Board of Trustees recognizes that it has the final responsibility for adopting a budget for the Associated Students of Grays Harbor College, and will carry out this responsibility pursuant to the following guidelines:

1. Student representatives from the services and activities fee budget committee (hereafter referred to as the budget committee) and representatives of the Grays Harbor College administration shall have an opportunity to address the Board of Trustees before Board decisions on services and activities fee budgets and dispute resolution actions are made.
2. The Board of Trustees should give priority consideration to funding items that are not in the following categories: pre-existing contractual obligations, bond covenant agreements, or stability for programs affecting students.
3. Services and activities fees and revenues generated by programs and activities funded by such fees shall be subject to the applicable policies, regulations, and procedures of Grays Harbor College and the Budget and Accounting Act, Chapter 43.88 RCW.
4. All information pertaining to the services and activities fee budget shall be made available to interested parties upon request.
5. The president of Grays Harbor College, or their designee, is to designate those activities or functions which are to be recognized as bona fide student activities.
6. With the exception of any funds needed for bond covenant obligations, once the budget for expending services and activities fees is approved by the Board of Trustees, significant changes in budgeted funds allocations shall not be made until the administration provides written justification to the budget committee. Changes over \$10,000 will require notification of the

College President prior to approval. Changes above \$50,000 will require approval of the budget committee, College President, and the Board of Trustees.. In the event of a fund transfer dispute among the budget committee, the administration, or the Board of Trustees, said dispute shall be resolved pursuant to Administrative Procedure 409.01, Financial Procedures for Students.