

Book	Administrative Procedures
Section	Chapter 6 - Business and Fiscal Affairs
Title	Budget Preparation (revisions proposed by ACCJC team)
Code	AP 6200
Status	Proposed Revision
Adopted	May 2, 2022

**Administrative Procedure
Chapter 6 - BUSINESS AND FISCAL AFFAIRS**

AP 6200

BUDGET PREPARATION

(Legally required)

Introduction

Budget preparation supports institutional goals and is linked to strategic plans and other institutional planning efforts.

A budget calendar that includes presentation of the tentative, final, and amended budgets shall be developed within the District collegial consultation process. The tentative budget shall be presented no later than July 1 [Title 5 Section 58305(a)], and the final budget no later than September 15 [Title 5 Section 58305(c)]. A public hearing on the budget shall be held on or before September 15 [Title 5 Section 58301]. All dates are subject to change if directed by the California Community Colleges Chancellor's Office.

Two copies of the adopted budget will be submitted to the California Community Colleges Chancellor's Office on or before September 30 [Title 5 Section 58305(d)].

The budget development processes, which initially takes place in the Planning and Budget Committee, includes consultation with appropriate groups and ultimately will be recommended to the Superintendent/President.

The college's budget development process shall employ open procedures that affirm collegiality through a spirit of mutual respect and trust.

All planning and budget recommendations and decisions shall be consistent with the principles of sound fiscal management defined in Section 58311 of Title 5 of the California Code of Regulations.

Budget Development Functions

To fulfill

J

If the Committee is unable to reach consensus upon the budget, a committee member(s) may submit a written dissenting statement to the Superintendent/President, sending a copy to the Committee; it shall include the name(s) and signature(s) of those dissenting; the group(s) represented; specific recommended changes, justified by a supporting statement.

The Superi6 0 962l76B0.6 ((n)4p)27.3 (pon)-7 ()1751d0.001 Tc -06.969947 (es)8.7 (en)6i