

ADMINISTRATIVE REGULATION

6400

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BUSINESS AND FISCAL AFFAIRS

AUDITS

On or before April 1 of the fiscal year, the Chancellor shall recommend to the Board the selection of an auditor who shall be a certified public accountant licensed by the California State Board of Accountancy. On or before May 15 of the fiscal year, notification of auditor selection shall be sent to the California Community College Chancellor's Office.

An auditing firm's contract shall be for not longer than five (5) years. The audit shall include all funds under the control or jurisdiction of the District. The audit shall identify all expenditures by source of funds and shall contain:

- A statement that the audit was conducted pursuant to standards and procedures developed in accordance with Education Code Section 84040.5, and
- A summary of audit exceptions and management recommendations.

The Chancellor or designee shall review audit proposals and meet with the Board Audit Committee for evaluation and recommendation to the Governing Board.

Administrators and employees involved in the auditing process shall refrain from activity that could conflict or compromise the execution of the audit or the independence of the auditor.

Audit reports for the preceding fiscal year must be presented to the Board of Trustees and submitted to the California Community Colleges Chancellor's Office by December 31.

Reference:

*Education Code Section 84040(b), 84040.5 and 81644
California Code of Regulations Title 5 Section 59102
ACCJC Accreditation Standard III.D.7*