

Approved
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AP 6400 FINANCIAL AUDITS

References:

Education Code Section 84040(b), 84040.5, and 81644;
Title 5 Sections 59102 and 59106;
WASC/ACCJC Accreditation Standard III.D.7

On or before April 1 of the fiscal year, the Board shall approve the selection of an auditor who shall be a certified public accountant licensed by the California State Board of Accountancy.

An auditing firm's contract shall be for no longer than five 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.
- A summary of audit exceptions and management recommendations.

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

The District Chancellor or Chief Business Officer may call for a special audit whenever the best interest of the District will be served. The Chief Business Officer or designee may independently spot audit any District account, including student organization and bookstore accounts and the revolving cash funds. Audit adjustments shall be recorded in the financial management system and reflect what was reported on the CCFS-311.