



Title: **Ancillary Services Policy**

Effective Date: **July 15, 1997**

Policy Category: **Administration**

Policy Sponsor: **Director of College Services**

Number: **B.3.5**

Purpose	To define operating parameters for Ancillary Services.
Policy	Ancillary Services are self-supporting.
Applies to	Ancillary Services employees, Financial Services and Facilities.
Procedures	<ol style="list-style-type: none">1. Revenue from each Ancillary Service must cover or exceed all operating costs of staff, supplies, advertising, etc. without subsidy from the College's operating budget.2. The College supplies facilities, heat, light, cleaning, accounting, and maintenance services as required without charge to Ancillary Service.3. Profits generated by Ancillary Services are returned to the general College operating fund.