

Analysis and Evaluation:

The college works in conjunction with the YCCD Accounting department to ensure it remains in compliance with federal and state regulations related to the administration of student financial aid. If non-compliance deficiencies are identified by the external auditors or funding agencies, the college and YCCD would work diligently to correct the issue in a timely manner.

Evidence List for Standard III.D.15:

- [III.D.15-1](#) YCCD Agreement with Higher One
- [III.D.15-2](#) YCCD Audit Reports Webpage
- [III.D.15-3](#) MJC Loan Default 2015-2016

III.D.16

Contractual agreements with external entities are consistent with the mission and goals of the institution, governed by institutional policies, and contain appropriate provisions to maintain the integrity of the institution and the quality of its programs, services, and operations.

Evidence of Meeting the Standard:

All proposed contracts undergo review and approval. Contractual agreements with third party entities are typically initiated at the department or division level, in order to achieve unit plan or college wide planning goals. Proposed contracts are reviewed and require approval by the appropriate dean, vice president, and president. Properly approved contracts are forwarded from the college to the Yosemite Community College District (YCCD) Executive Vice Chancellor's Office to be processed and executed.

According to YCCD Board Policy 6340, the Board delegates authority to the Chancellor the authority to enter into contracts on behalf of the YCCD. ([III.D.16-1](#)) Board Resolution No. 15-16.06 designates the Chancellor, Executive Vice Chancellor, and Vice Chancellor as the official signers of contracts for the YCCD. ([III.D.16-2](#)) YCCD procedure requires all business and educational contracts to be processed through the YCCD Executive Vice Chancellor's Office for signature. In an effort to ensure the college presidents are involved in the process of contracting for services, materials, leases, and equipment, a cover sheet with the appropriate approvals is forwarded with the contract to the YCCD Executive Vice Chancellor's Office. ([III.D.16-3](#))

YCCD Board Policy 6330 requires the board to review and approve all contracts greater than \$10,000 every 60 days. ([III.D.16-4](#)) Contracts are reviewed at the YCCD level for risk exposure by the YCCD Risk Management Office. On an as needed basis, legal counsel reviews contracts.

