

## **Products and Services Provided by the College**

### **Responsible Administrator: Vice President for Administrative Services**

Any activity resulting in the provision of products and services by the College must be deemed integral to fulfilling the College's instructional, research, public service or economic development functions. The activity is needed to provide products and services to the College at a reasonable price, on reasonable terms, or at a convenient location and time. All activities will be carried out for the primary benefit of the College community but with sensitivity to the total community.

### **Criteria for College-Provided Products and Services**

All activities paralleling the private sector must be integral to the fulfillment of the College's mission or must meet at least one of the following criteria:

- Compelling reasons of economic efficiency
- Lack of availability elsewhere in the community in either sufficient quantity or quality.
- Provide a major convenience to the college community including students, staff, and members of the public participating in college activities.
- Major importance to maintaining the quality of the institution

### **Pricing**

The pricing of products and services offered by the College shall recover full cost or be comparable to private sector prices, unless a reduced price is demonstrated to be necessary to fulfill a function integral to the mission of the College. The objective of the sale or resale of products that emerge as a result of an educational program is to recover or defray the cost of program operation.

### **Private Sector Review Committee**

The Vice President for Administrative Services shall consult with an ad hoc Private Sector Review Committee on an as-needed basis. Membership of the committee shall include representation of the District, the private sector and the general public. The committee's responsibilities include:

- Review College plans for provision of goods and services
- Review specific issues of potential competition
- Review any dispute with private-sector providers and provide an advisory opinion to College administration

- College administration shall provide a response to private sector provider complaints within 30 days of receipt of a written complaint
- Report activity of the committee to the College Board

Approval Date: 10/19/10

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