



**ADMINISTRATIVE REGULATION
AND PROCEDURE**

Title: USE OF COLLEGE FUNDS FOR EMPLOYEE-
RELATED EVENTS

Code: BB0101

Policy Reference: B0101; B0901

District funds shall not be used to pay for internal employee events or parties such as retirement parties, fare-well parties, birthday parties or other similar events or celebrations. Such events should be funded through other means such as personal contributions.

The only exception to this is when members of the public are invited on behalf of the college to attend.