
**Kern Community College District
Administrative Procedure
Chapter 6 – Business and Fiscal Services**

AP 6900 Bookstores

References:

Education Code Section 81676

Note: This procedure is **legally advised**.

Definition and Allocation of Net Proceeds

1) Net proceeds derived from the operation of the College bookstores is defined as follows:

- Total gross revenue less all direct bookstore costs. Direct bookstore costs consist of all personnel costs for employees working for the bookstore; costs of goods sold; and all operating costs such as supplies, repairs, and advertising.
- Indirect costs which are not similarly allocated to other campus operations shall not be included as a deduction from gross revenues for purposes of determining net proceeds.

2) The College President or designee shall annually establish and maintain a reserve for the bookstore. This reserve shall be funded by net proceeds derived from the operation of the bookstore and will be restricted for use for bookstore operations.

3) Net proceeds remaining after the established bookstore reserve has been funded for the year shall be reserved for the benefit of student development programs. Budgets for the use of these funds shall be submitted as part of the annual College budget. Any unused funds shall be carried over and made available for the same purpose in ensuing years.

Associated student bodies may recommend expenditure priorities which are approved by the College President or designee.