



Financial Services

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Overview

Mission Statement

The mission of Fiscal Services, comprised of General Accounting, Internal Audit, Accounts Receivable, Accounts Payable, Budget, Payroll, Grants and Auxiliary Services, is to ensure that all resources of SMCCCD are managed and accounted for with integrity and in an effective and efficient manner. Utilizing the highest standards and the best available technologies, all financial records are presented in a timely, accurate, complete and meaningful format in support of the District's educational mission and the Colleges' educational master plans. Financial Services makes every effort to provide the highest, professional level of service to our students, faculty, staff, and community members.

Goals

- General Accounting – to provide complete and accurate financial information on time.
- Internal Audit - College Internal Audit Group (CIAG)
 - to ensure compliance with federal, state, and local laws and policies.
 - to improve and enhance awareness of fraud, waste, and abuse prevention
 - to improve awareness of SMCCCD financial policies and procedures.
 - to evaluate existing business processes and to implement innovative business solutions
- Accounts Receivable – to minimize outstanding account receivable balances and to provide cost effective collection processes.
- Accounts Payable – to provide timely and accurate payments for vendors and employees.
- Budget – to monitor, maintain, and continuously improve the budget development and implementation processes.
- Payroll - to produce accurate and timely payment of salary/wages of employees.
- Grants - to ensure all phases of grant awards are properly managed and to maintain efficient reporting systems that comply with laws and regulations at all levels.
- Auxiliary Services - to provide accounting, financial reporting and taxation support services to the Bookstores, Cafeteria, Associated Student Bodies and Fitness Center.

San Mateo County CCD

SMCCCD are a three College District located between San Francisco and the Silicon Valley. Our Colleges serve more than 40,000 students each year and offer the first two years of instruction in a wide variety of transfer programs as well as more than 90 vocational-technical programs.

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