

Business Operations Series—6000

CHEMEKETA COMMUNITY COLLEGE INVESTMENT POLICY

College Board of Education policy 1540 designates the college president/chief executive officer or designee as the custodian of funds of the district. Responsibilities regarding investments include:

- Ensuring the preservation and protection of capital, maintaining the liquidity needed to meet cash requirements and maximizing the rate of return on investments.
- Ensuring compliance with the U.S. Internal Revenue Service Codes, all applicable Oregon Revised Statutes (ORS), all applicable legislative and administrative rule updates since the adoption of this policy, College Board of Education policies, as well as the college guidelines.

To meet the objectives of this policy the custodian of funds shall ensure that the following functions are carried out when performing investments:

- Managing the investment portfolio to ensure that sufficient funds are available to meet immediate cash requirements.
- Investing excess funds in securities with maturities up to three years, in accordance with the college's investment guidelines.¹
- Acting in the best interest of the college and taxpayers by applying prudence, discretion, and intelligence when investing funds.²
- Diversifying the investment portfolio to prevent incurring avoidable risks regarding specific instruments, individual financial institutions, or maturities.
- Reporting to the College Board of Education regarding the status of investments.

March 15, 2006

Adopted College Board of Education

March 16, 2011

Revised College Board of Education

October 15, 2014; December 19, 2018

Reviewed College Board of Education

¹ ORS 294.035–294.048 and 294.125–294.155

² ORS 294.835. See also 294.805 et al