

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT
BOARD POLICIES

HUMAN RESOURCES

Chapter 7

Travel

BP 7400

The Board of Trustees delegates to the Superintendent/President the authority to approve travel and funds to provide for travel expenditures incurred by the Superintendent/President, District employees, staff, and selected student representatives in the conduct of District academic, business and professional activities under the following principles:

- The Superintendent/President is authorized to attend conferences, meetings and other activities that are appropriate to the functions of the District.
- The Superintendent/President shall establish procedures regarding the attendance of other employees at conferences, meetings, or activities. The procedures shall include authorized expenses, advance of funds, and reimbursement.
- All travel outside the United States must be approved in advance by the Board.

Reference: Education Code Section 35161, 70902(d), and 87032

Board Adopted: 9/11/01

Board Reviewed/Approved: 10/08/19