

## **BP 7400      Travel**

Reference:        ***Education Code 87032***

Adoption Date:    August 21, 2001

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The Chancellor is authorized to attend conferences, meetings, and other activities that are appropriate to the functions of the District.

The Chancellor shall establish procedures regarding the attendance of other employees at conferences, meetings, and other activities. The procedures shall include authorized expenses, advance of funds, and reimbursement.

The Governing Board delegates to the Chancellor authority to approve employee travel within the United States, Mexico, and Canada to attend educational conferences or meetings.

With the exception of Mexico and Canada, all travel outside the United States must be approved in advance by the Governing Board.