

# Sierra College

## BOARD POLICY

**BP 7400**

### **Travel**

Date Adopted:	11/16/2004
Date Revised:	6/9/2015
Date Reviewed:	4/9/2019
References:	Education Code Section 87032

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

The Superintendent/President or designee 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 of Trustees.

See Administrative Procedure 7400.