

SOUTHWESTERN COMMUNITY COLLEGE	BUSINESS SERVICES TRAVEL REIMBURSEMENT	Policy 7.03.02
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Pursuant to N.C.G.S. § 138-6, College employees traveling on official College business shall be entitled to standard reimbursements for the cost of transportation, food and lodging.

The mileage reimbursement rate for use of a personal vehicle shall be set as follows:

- a. Round-trip mileage ~~less than 75 miles~~ shall be reimbursed at a rate set by the College, which ~~will be may not exceed~~ the rate established by the Internal Revenue Service, unless the Presidents sets a lower rate.
- ~~b. Round-trip mileage greater than 75 miles shall be reimbursed at the rate established by the Office of State Budget Management or a lower rate established by the College.~~

The Board hereby delegates to the President the authority to set the mileage reimbursement rate as well as develop procedures consistent with this Policy.

Legal Citation: N.C.G.S. § 138-6

Cross Reference: Procedure 7.03.02.01 - Travel Reimbursement Procedures

Adopted: July 2011

Revised: April 22, 2014
April 26, 2016