

PENSACOLA STATE COLLEGE
POLICIES OF THE DISTRICT BOARD OF TRUSTEES

Policy Title:	Travel	<u>Number</u> 6Hx20-5.008
Legal Authority:	s. 1001.64, Fla. Stat.	<u>Page</u>
Law Implemented:	s. 112.061, Fla. Stat.	Page 1 of 2

The College President is authorized to establish procedures for travel and per diem in accordance with Florida Statutes 112.061 and State Board of Education Rules. Reimbursement procedures for travel apply to current and prospective employees, students, volunteers, and Board members.

The rate of reimbursement of authorized travel and per diem cannot exceed the amount authorized by s. 112.061, Fla. Stat. The present rates are stated in the Manual of Procedures.

College Vehicles may be used for any official function when the College is being represented by College personnel. The President is authorized to establish procedures to govern the use of College vehicles.

Exceptions to the Board travel policies may be made by the President within the requirements of s. 112.061, Fla. Stat.

History:	Adopted 7/18/68 as 6A-8.71; amended 9/15/70; amended 6/29/71; amended 10/17/72; amended 2/20/73; amended 7/16/74; repromulgated 4/1/75 as 6Hx20-14.732; amended 8/21/79; amended 7/1/79; amended 5/20/80; amended 7/21/81; repromulgated 8/20/86; revised 11/19/86; revised 6/19/90; amended 1/17/95; amended 1/21/97; amended 2/21/06; amended 1/22/13.	
President's Signature:		Date: