

SOUTHWESTERN COMMUNITY COLLEGE	BUSINESS SERVICES TRAVEL REIMBURSEMENT	Policy 7.03.02
-----------------------------------	--	--------------------------

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 shall be reimbursed at a rate set by the College, which will be the rate established by the Internal Revenue Service, unless the President sets a lower rate.

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
August 9, 2022