

**Kern Community College District
Board Policy
Chapter 7 – Human Resources**

BP 7400 Travel

References:

Education Code Section 87032

NOTE: This policy is **legally required**.

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, 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

Also see **BP/AP 4300** titled Field Trips and Excursions and **BP/AP 6530** titled District Vehicles.