

EMPLOYEE TRAVEL PROGRAM

The District allows travel for employees to participate in conferences, meetings, and similar activities that are beneficial to enhance the District's programs and services and for District business-related purposes. The Chancellor shall establish Administrative Regulations relating to the payment of approved mileage and travel expenses.

Existing travel restrictions to states that have enacted laws discriminating on the basis of sexual orientation, gender identity, or gender expression shall be followed by the District. This restriction does not apply to travel that is required for any of the following:

- Enforcement of California law;
- Litigation;
- To meet contractual obligations incurred before January 1, 2017;
- To comply with requests by the federal government to appear before committees;
- To participate in meetings or trainings required by a grant or required to maintain grant funding;
- To complete job-required training necessary to maintain licensure or similar standards required for holding a position, in the event comparable training cannot be obtained in California or a different state not affected by the restrictions; or
- For the protection of public health, welfare, or safety, as determined by the District.

If there are extenuating circumstances above and beyond those listed above, a request shall be submitted to the Vice Chancellor of Business Services or designee for review and approval.

References:

Education Code 87032
Government Code Section 11139.8