

North Hennepin Community College

Policy/Procedure Information

Number: 6.14

Name: Vehicle Use for Official College Business Policy

Author: Policy Committee

Custodian: Policy Committee

Effective Date: August 24, 2015

Next Review Date: AY2019-2020

Regulatory Authority:

- MnSCU Board Policy 5.19 – Travel Management
 - <http://www.mnscu.edu/board/policy/519.html>
- MnSCU Board Procedure 5.19.3 – Travel Management Procedure
 - <http://www.mnscu.edu/board/procedure/519p3.html>
- MnSCU Board Guideline 5.19.3.1 – Driver’s License Record Check
 - <http://www.mnscu.edu/board/procedure/519p3g1.html>

Part 1. Policy Statement

The policy applies to all persons who drive State (state owned, rented or leased) vehicles and anyone driving their own personal vehicle or a rental vehicle, whether privately or agency rented, while on business for the College, including any trips for which the state employee or currently-registered student is entitled to be reimbursed. Students are only allowed to drive inside the state of Minnesota.

Review Action	Date(s)
Campus Community Review Period	March 16-27, 2015
Shared Governance Council Review	May 1, 2015
Labor/Management Meetings Review	AFSCME – April 17, 2015 MAPE – April 17, 2015 MMA – April 17, 2015
Student Senate Review	April 17, 2015
President Approval	May 4, 2015
Campus Community Dissemination	May 11, 2015

History

- Revised spring 2015 to include language about the driver's license record check