

North Hennepin Community College

Policy Information

Number: 6.14

Name: Vehicle Use for Official College Business Policy

Author: Policy Committee

Effective Date: February 27, 2020

Next Review Date: AY 2024–2025

Regulatory Authority:

- [Minnesota State Board Policy 5.19](#) – Travel Management
- [Minnesota State System Procedure 5.19.3](#) – Travel Management Procedure
- [Minnesota State System Guideline 5.19.3.1](#) – Driver’s License Record Check

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.

Part 2. Campus Review.

Review Action

Date(s)

Diversity, Equity, and Inclusion Committee Review:	October 7, 2019—October 18, 2019
Campus Community Review Period:	October 21, 2019–November 4, 2019
AFSCME Review:	December 4, 2019
MAPE Review:	December 4, 2019
MMA Review:	December 4, 2019
Shared Governance Council Review:	December 22, 2019
Student Senate Review:	December 5, 2019
Interim President Jeffrey Williamson Approval:	February 27, 2020
Campus Community Dissemination:	September 22, 2020

History

- Revised spring 2015 to include language about the driver's license record check
- Reviewed Fall 2019