

EXPENSES OF THE BOARD OF GOVERNORS

Primary Contact	Board of Governors
Related Policy / Legislation	<i>University Act, s. 27(2)(a)(x)(y)</i>

PURPOSE/PHILOSOPHY

Members of the Board of Governors of the University of the Fraser Valley volunteer their time and skills to the university; however, UFV reimburses Board members for reasonable out-of-pocket expenses incurred in discharging their duties to the Board and to the university.

BYLAW

The Board of Governors utilizes UFV's existing guidelines on expenses found at ufv.ca/finance/accounting-operations/travel--expense-claims and ufv.ca/media/assets/finance/procedures/Business & Travel Expense Procedures.pdf. Listed below are the most common expenses.

Mileage/Transportation: The university allows for mileage claims, rental vehicles, and/or air travel where appropriate and as explained at <https://www.ufv.ca/finance/accounting-operations/travel--expense-claims/mileage--transportation/>. Parking costs related to travel are also a permitted expense.

Meals: The university will pay for reasonable costs of meals as described at ufv.ca/finance/accounting-operations/travel--expense-claims/per-diem--meals. Members can either claim exact costs with receipts or use a per diem amount.

Accommodation: Accommodation expenses are limited to reasonable amounts which normally will not exceed the rate of a single standard room.

Receipts: Expense claims will include details and receipts.

Approval of Expenses: The Board Chair will sign Board members' expense forms. The university's Chief Financial Officer will sign the Board Chair's expense forms.