



5.13P

AMERICAN EXPRESS AND TRAVEL-RELATED EXPENSES

REVIEWED: MAY 8, 2001

BOARD REVIEW: DECEMBER 12, 1988

REVISED: MARCH 11, 2008

---

The following positions shall be eligible to receive an American Express Corporate Card:

1. Superintendent/President
2. Vice-President, Academic Affairs
3. Vice-President, Business Services
4. Deans
5. President, Academic Senate
6. Director, Cooperative Work Experience/Apprenticeship/Contract Education
7. Director of Human Resources
8. Director of Public Safety
9. Director of Computing Services
10. Artistic Director/SRT
11. Other positions with travel costs of \$1,000 prior fiscal year