

Attendance at Professional Meetings

Members of the teaching, research, administrative, and extension staffs are encouraged to attend professional meetings, as such attendance is deemed beneficial to both the individual and to the University. Brief leaves from official duties will be granted for attendance at such meetings when circumstances permit, the University will reimburse the individual for a part of the travel expenses when travel funds are available for such purposes and to the extent allowed by University travel regulations. Applications for leave and travel allowance for attendance at professional meetings must be approved in advance by the appropriate administrative personnel.