

Policy 2.11 - Trustee Reimbursement

Reimbursement for Members Serving in a Rule-Making Capacity

Trustees appointed to public colleges are not paid for their service on an hourly basis. Instead, the Board of Trustees will comply with the Office of Financial Management (OFM) State Administrative and Accounting Manual (SAAM) Subsection [10.70.30.b](http://www.ofm.wa.gov/policy/10.70.htm) (<http://www.ofm.wa.gov/policy/10.70.htm>) as follows:

- Trustees who are not in travel status (for example, regular and special noticed Board of Trustee meetings) according to the provisions of SAAM Chapter 10 will be reimbursed according to Option 1 of SAAM [10.70.30.b](http://www.ofm.wa.gov/sites/default/files/public/legacy/policy/10.70.pdf). ([ofm.wa.gov/sites/default/files/public/legacy/policy/10.70.pdf](http://www.ofm.wa.gov/sites/default/files/public/legacy/policy/10.70.pdf))
- Trustees who are in travel status (for example, travel to conferences/meetings to support college business) according to the provisions of SAAM Chapter 10 will be reimbursed according to Option 2 of SAAM [10.70.30.b](http://www.ofm.wa.gov/sites/default/files/public/legacy/policy/10.70.pdf). ([ofm.wa.gov/sites/default/files/public/legacy/policy/10.70.pdf](http://www.ofm.wa.gov/sites/default/files/public/legacy/policy/10.70.pdf))

Historic Review:

- Reviewed by the Executive Leadership Team: October 9, 2024
- Reviewed by the Board of Trustees: October 16, 2024
- Approved: October 16, 2024

Resources, References, Procedures, or information relating to this policy

| Resource/Reference/Procedure | Title |
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| SAAM 10.70.30 (ofm.wa.gov/sites/default/files/public/legacy/policy/10.70.pdf) | Office of Financial Management State Administrative and Accounting Manual Subsection 10.70.30. |
| 10.90.20 (ofm.wa.gov/sites/default/files/public/legacy/policy/ReimbursementRatesforLodgingMealsandPrivatelyOwnedVehicleMileage.pdf) | Reimbursement Rates for Lodging, Meals, and Privately-Owned Vehicle Mileage |

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| RCW 28B.10.525 (app.leg.wa.gov/RCW/default.aspx?cite=28B.10.525) | Regents and Trustees- Travel Expenses |
| RCW 43.03.50 (app.leg.wa.gov/rcw/default.aspx?cite=43.03.050) | Subsistence, lodging and refreshment, and per diem allowance for officials, employees, and members of boards, commissions, or committees. |
| RCW 43.03.60 (app.leg.wa.gov/RCW/default.aspx?cite=43.03.060) | Mileage Allowance |