Community College of Beaver County

BOARD POLICY

Section 5 Human Resources

Policy 5.450 Reimbursement for Moving Expenses

For selected positions, the College will recruit applicants on a regional and/or national basis. Where an individual recruited in this manner is offered a position with the College and is required to relocate into Western Pennsylvania, it is the policy of the Board to provide reimbursement for moving expenses not to exceed an amount equal to one month's gross salary.

Eligible expenses shall include transportation, meals and lodging for the employee and spouse to seek housing, and actual expenses associated with the physical move. Appropriate receipts will be required. Fees and expenses associated with real estate transactions will not be eligible for reimbursement.

Should the individual compensated through this policy decide to voluntarily leave the College within one year of her/his employment by the institution, she/he will be responsible for repayment of the moving expenses to the College. The amount of reimbursement will be prorated on the basis of the number of months actually worked.

The Board retains the right to negotiate relocation expenses for the President as part of the President's compensation package.