	CVM Policies and Procedures Handbook	**Subject:** *CVM Representation* **Section:** *Administrative* **Number:** *CVM 1.04 (formerly 1-15.01)* **Pages:** *1* **Date:** *02/24/11* **Replaces Policy Dated:** *06/03/85; 10/10/96, 07/17/03* **To Be Reviewed Yearly by:** *CVM Committee on Policies and Procedures* **Source:** *Dean's Office* **Cross Reference:**

CVM Representation

College of Veterinary Medicine

From time to time, faculty, staff, and students are requested to attend functions as official representatives of the College of Veterinary Medicine and/or Mississippi State University.

All such requests should be coordinated and approved through the appropriate department, or the Office of the Dean. A request for travel must be approved according to the university policy, before anyone can officially represent the university at any function.

Approved: Kent H. Hoblet 4/29/11

Kent H. Hoblet, Dean Date