

**CSU, Chico Travel Approval Authorization**

As of **July 2020**

**Division – Student Affairs**

**Approving Authority – Vice President & Dean of Students, Sandy Parsons-Ellis**

The following individuals are designated to approve travel requests. Approvers are expected to attend a Concur travel training offered by Financial Services through CSU Learn.

<b>Department</b>	<b>Travel Request Approval</b>	<b>Position/Title</b>
Accessibility Resource Center	Sandra Parsons-Ellis	Vice President, Student Affairs & Dean of Students
Athletics	Anita Barker	Director of Athletics
Career Center	Sandra Parsons-Ellis	Vice President, Student Affairs & Dean of Students
Diversity & Inclusion	Chela Patterson	AVP Student Life & Interim CDO
Educational Opportunity Program	Chela Patterson	AVP Student Life & Interim CDO
Enrollment Management Academic Advising Admissions Office of the Registrar Financial Aid & Scholarships	Jerry Ross Kaitlyn Baumgartner-Lee Kimberly Guanzon Michael Allen Dan Reed	AVP Enrollment Management AVP University Advisement Director of Admissions University Registrar Dir. Financial Aid & Scholarships
University Housing & Food Services	Connie Huyck	Exec Director University Housing
Student Conduct, Rights, & Responsibilities	Sandra Parsons-Ellis	Vice President, Student Affairs & Dean of Students
Student Life & Leadership Cross Cultural Leadership Basic Needs Project Early Outreach & Support Project Latinx Equity & Success Recreational Sports STAR Center Student Clubs Summer Orientation	Chela Paterson	AVP Student Life & Interim CDO
WellCat Services CADEC Counseling & Wellness Center Safe Place	Juanita Mottley	Director Student Health Services
VPSA	Sandra Parsons-Ellis	Vice President, Student Affairs & Dean of Students