



**Southern Cross
University**

Trip Purpose	Examples
Research	Field work, conference attendance, conference speaking, research project meetings etc.
Teaching	Tuition activities e.g TUST/Dalian etc, meeting attendance for teaching, learning and quality matters etc.
Governance	Council, Finance, Audit & Risk, Academic Board, CHEC committee meeting attendance etc.
Inter-campus Travel	Attendance at other SCU campuses for the purpose of face-to-face meetings, team meetings, team building activities, planning days or conducting team supervision and annual discussions (but not training or workshop attendance or governance and graduation
Community Engagement	Open Days, Campus Tours, Attendance at community functions and events e.g. local and community organisations. Schools etc (but not student recruitment activities)
Professional Development	Conference, workshop attendance relating to development of professional business acumen.
Training	Attendance at workshop, skills-based training. Eg. HR Calendar type courses
Supplier Relations	Contract performance meetings with Suppliers, Supplier site visits/meet and greets etc.
Business Development	Meetings with government officials regarding funding. Meetings and other activities related to growth opportunities. E.g. new ventures to grow revenue for the University (excluding student recruitment). E.g. new teaching partnerships in ASIA, government funding opportunities, grants etc (non research). Meetings with new suppliers not yet on board/pre-procurement.
Graduations	Attendance at all graduations main campus and metro branch campus.
Student Recruitment	Meeting attendance/site visits with international recruitment agents, UAC/QTAC/VTAC etc.

travel@scu.edu.au