

DATE: July 18, 2008
TO: Executive Committee Members, Assistant Vice Presidents,
Chairs, Directors and Department Heads, Assistants to the
Deans and Vice Presidents, and Departmental Administrators
FROM: Harry S. Lynch, Jr.
Executive Vice President for Business Affairs and
Chief Financial Officer

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**SUBJECT: INCREASE IN MILEAGE REIMBURSEMENT
RATE EFFECTIVE JULY 1, 2008**

The maximum state mileage reimbursement rate for travel as of July 1, 2008, has been increased to 58.5 cents per mile. This is an eight-cent increase over the rate that was in effect January 1, 2008 through June 30, 2008.

For further information you may refer to the Travel Services web site at <http://www.uthscsa.edu/business/travel/>.

If you have any questions regarding preparation of travel vouchers for FY 2008 travel, please contact Virginia Rojas @ 562-6261 (rojas@uthscsa.edu) or Sandy McFadden @ 562-6250 (mcfaddens@uthscsa.edu)

Please distribute this information to the appropriate individuals in your departments.