

Special Report

Running with the Babins An Investigative Series on CoB Faculty Travel

This Special Report presents some details regarding a trip to Europe in the Summer of 2005 made by the Babins (Barry and Laurie, Professors of Marketing) to attend two consecutive conferences, one in France and the other in Germany. Barry Babin filed a **Permission to Travel Form** in February of 2005 (see below) regarding this trip.



THE UNIVERSITY OF SOUTHERN MISSISSIPPI

<http://www-dept.usm.edu/~ffairs/>

PERMISSION TO TRAVEL

Submit all copies at least two weeks prior to date of proposed trip (90 days prior to foreign travel).

2/1/05

Barry Babin's permission form described the names and locations of the two conferences he wished to attend, as shown below:

In compliance with Section 25-3-45 Mississippi Code 1972, request is made for authorization to attend the following convention, association, or meeting:

| | |
|--|--------------------------|
| 2005 Academy of Marketing Science (World MKT Congress) | Meunster, Germany |
| (Int'l Retailing Conf.) | Reims, France |

Complete Name of Convention, Association, or Meeting (Do not abbreviate) Place of Meeting

Barry Babin's permission form also notes that the 2005 AMS World Marketing Congress was to be held in Meunster, Germany, while the 2005 AMS International Retailing Conference was to be held in Reims, France. The insert below indicates the dates of the two conferences:

| | |
|--|------------------|
| Complete Name of Convention, Association, or Meeting (Do not abbreviate) | Place of Meeting |
| July 1-2, 05 Retail | |
| July 6-9, 05 WMC | DEV-Marketing |
| Dates of Meeting | Department Name |


The first conference, in Germany, was to be held on July 1-2, 2005, while the second was to fall on July 6-9, 2005, in France. The "Purpose" of Barry Babin's trip contains some priceless information, as shown below:

Lecture, oversee meeting, network, make presentations
at local universities

*possibility of partial funding from AMS
Purpose of convention, association, or meeting

The exhibit above indicates that Barry Babin planned to "Lecture" and "oversee [the] meeting" and "network" and "make presentations at local universities." Babin's listing of "network" is truly priceless/classic, while some of the other "purposes" raise a number of questions (e.g., "make presentations at local universities," etc.).

Next, we turn to the information contained on Barry Babin's **Employee Travel Voucher**. The top portion of that form is presented below:

| | | | |
|--|------------------|--|--|
|  <p style="text-align: center;">THE UNIVERSITY OF SOUTHERN MISSISSIPPI EMPLOYEE TRAVEL VOUCHER</p> | Date | 2-Aug-05 | Ex |
| | Name | Barry J. Babin | |
| | Phone # | 601 266-4629 | Dept |
| | E-Mail | barry.babin@usm.edu | |
| | Dept Name | Management and Marketing | |
| Title of Meeting: Academy of Marketing Science International Retail Conference & the Academy of Marketing Science World Marketing Congress | | Permission to Travel Filed (if yes, attach) UNIVERSITY CLASSIFICATION | |
| Location and Purpose of trip: Reims, France; Muenster, Germany; London, England Attend as conference organizer, make presentations, preside as President-Elect of AMS, | | Submitter | Accompanied By: Professor Laurie Babin |

The lodging/meals costs are presented in the table below:

| MEALS AND LODGING | | | | | | | | | | |
|--|-----------|----------|----------|-----------|-----------|-----------|-------------|-----------|---------|--|
| Departure Time | AM | 2:00 PM | | | | | Return Time | AM | 2:00 PM | |
| Date | 29-Jun-05 | 2-Jul-05 | 5-Jul-05 | 6-Jul-05 | 7-Jul-05 | 8-Jul-05 | 9-Jul-05 | 10-Jul-05 | | |
| Breakfast | | | | \$ 5.00 | | | | | | \$ 5.00 |
| Lunch | | \$ 10.00 | | \$ 10.00 | | | | | | \$ 20.00 |
| Dinner | | \$ 25.00 | \$ 25.00 | \$ 25.00 | | | | | | \$ 75.00 |
| Lodging | | | | \$ 140.36 | \$ 140.36 | \$ 140.36 | \$ 101.06 | | | \$ 662.50 |
| <i>Note: for additional days, use tab TV pg2</i> | | | | | | | | | | Total Meals & Lodging \$ 762.50 |

As the table above indicates, these totaled more than \$750. Next, we turn to the travel expenses associated with Barry Babin's personal vehicle (see below).

| TRAVEL BY PERSONAL VEHICLE | | | | | |
|--|-------------|-------------|-------|-------|---|
| Did you use a University vehicle? No | | | | | |
| Date | From | To | Miles | Rate | TOTAL |
| 29-Jun-05 | Hattiesburg | Baton Rouge | 150 | 0.405 | \$ 60.75 |
| 14-Jul-05 | Baton Rouge | Hattiesburg | 150 | 0.405 | \$ 60.75 |
| <i>Note: for more mileage, use either tab Multi Trip Mileage (or) TV pg2</i> | | | | | Total Travel By Personal Vehicle \$ 121.50 |

As the exhibit above points out, the Babins' trip to Baton Rouge consumed more than \$120 in CoB travel funds. The next exhibit indicates that Barry Babin was able to obtain funding from external sources for the flight to Germany, as he indicated he might on his permission form above.

| TRAVEL BY PUBLIC CARRIER (Mode = Airfare, Rental Car, Bus, Train, etc) | | | | |
|--|--|----|------|--|
| Date | From | To | Mode | Ticket Amt |
| | Air Covered by Reims Management School | | | |
| <i>Note: for additional Public Carriers, use tab TV pg2</i> | | | | Total Travel By Public Carrier \$ - |

The table below shows that the AMS World Marketing Congress registration fee was \$275.

| OTHER EXPENSES (For additional other expenses, use tab TV pg2) | | | |
|--|----------|------------------------------------|--------------------------------|
| Item | Date | Place Where Expenses Were Incurred | Amount |
| Registration Fees | 6-Jul-05 | Muenster (AMS WMC Registration) | \$ 275.00 |
| Banquet Fee | | | |
| Tips (baggage handling) | | | |
| Taxi/Shuttle/Limousine | | | |
| Parking/Tolls | | | |
| Car Rental Gas | | | |
| ADVANCE RECEIVED? Yes (or) No | | | Total Other Expenses \$ 275.00 |

The total cost of Barry Babin's trip to Europe was \$1,159, as shown below:

| | |
|-----------------------------|--------------------|
| Total for this page | \$ 1,159.00 |
| Total for TV pg2 | \$ - |
| Total for Multi Trip Milage | \$ - |
| Total for BusRelatedExpense | \$ - |
| TOTAL ALL EXPENSES | \$ 1,159.00 |
| LESS ADVANCE | |
| TOTAL REIMBURSED | \$ 1,159.00 |
| MAX REIMBURSED | \$ 1,159.00 |

Barry Babin was reimbursed all of this amount, and from three pots of money, as shown below:

| Expense |
|---------|
| 762.50 |
| 121.50 |
| 275.00 |

Laurie Babin filed the following **Employee Travel Voucher** for this same trip:



**THE UNIVERSITY OF
SOUTHERN MISSISSIPPI
EMPLOYEE TRAVEL VOUCHER**

| | | | |
|--|---|-------------------|----------|
| Name | Laurie Babin | SS# | |
| Phone # | 266-4967 | Dept Box # | |
| E-Mail | laurie.babin@usm.edu | | |
| Dept Name | Management and Marketing | | |
| Title of Meeting: Academy of Marketing Science International Retailing and Academy of Marketing Science | Permission to Travel Filed (if yes, attach copy) UNIVERSITY CLASSIFICATION | | |
| Location and Purpose of trip: paper discussant | Submitter | Janice Prescott | 266-4627 |
| | Accompanied By: Barry Babin | | |

Laurie Babin's voucher shows travel by public carrier from Baton Rouge to Paris on 29 June 2005, and again from Muenster to Baton Rouge on 10 July 2005. This information is shown in the exhibit below:

| TRAVEL BY PUBLIC CARRIER (Mode = Airfare, Rental Car, Bus, Train, etc) | | | | |
|---|-------------------|-----------------|---------|---|
| Date | From | To | Mode | Ticket Amt |
| 29-Jun-05 | Baton Rouge, LA | Paris, France | airfare | \$ 1,605.83 |
| 10-Jul-05 | Muenster, Germany | Baton Rouge, LA | | |
| Note: for additional Public Carriers, use tab TV pg2 | | | | Total Travel By Public Carrier \$ 1,605.83 |

The airfare totals more than \$1,600 (see above). Laurie Babin's voucher included registration fees for both conferences, totaling more than \$685 (see below).

| OTHER EXPENSES (For additional other expenses, use tab TV pg2) | | | |
|---|-----------|------------------------------------|---------------------------------------|
| Item | Date | Place Where Expenses Were Incurred | Amount |
| Registration Fees | 29-Jun-05 | Reims, France | \$ 410.60 |
| Banquet Fee <i>Registration Fees</i> | 6-Jul-05 | Muenster, Germany | \$ 275.00 |
| Tips (baggage handling) | | | |
| Taxi/Shuttle/Limousine | | | |
| Parking/Tolls | | | |
| Car Rental Gas | | | |
| ADVANCE RECEIVED? Yes (or) No | | | Total Other Expenses \$ 685.60 |

The total expenses on Laurie Babin's voucher fall just shy of \$3,000, though she was reimbursed \$725 of that amount, and from a single money pot (see below).

| | |
|------------------------------------|--------------------|
| Total for this page | \$ 2,291.43 |
| Total for TV pg2 | \$ - |
| Total for Multi Trip Milage | \$ - |
| Total for BusRelatedExpense | \$ - |
| TOTAL ALL EXPENSES | \$ 2,291.43 |

| | |
|-------------------------|--------------------|
| LESS ADVANCE | |
| TOTAL REIMBURSED | \$ 2,291.43 |
| MAX REIMBURSED | |

| |
|----------------|
| Expense |
| 725.00 |
| |
| |

This trip cost the CoB \$1,884. The insert below shows how many signatures are required to make a trip of this sort happen:

| | | | |
|--|--------------------|---|--------------------|
| Signature of Traveler | Date Signed | *Contracts & Grants Accounting (if restricted funds are expended) | Date Signed |
| <i>Laurie Pelt</i> | 4-1-05 | | |
| *Chair or Next Higher Expenditure Authority | Date Signed | **Vice President | Date Signed |
| <i>Alvin J. Williams</i> | 4/1/05 | <i>Cynthia Moore</i> | 4-7-05 |
| <i>Print signature name =></i> | | | |
| USM Travel Coordinator | Date Signed | **President | Date Signed |
| <i>Vanahens</i> | 4/4/05 | <i>Cliff Smith</i> | 4/13/05 |
| <small>*Required for Domestic Travel</small> | | <small>**Required for Foreign, Hawaii, Canada, and Mexico Travel</small> | |

At $\$1,884 \div 2 = \942 each, this trip *should have* exhausted the Babins' combined travel allowances for the 2005-2006 academic year.

Given some of the missing details, and the distance between Muenster and Reims (325 miles; mapquest), we will likely revisit this report in the near future as more paperwork is processed by our investigators.