

THE CALIFORNIA STATE UNIVERSITY
Office of the Chancellor
400 Golden Shore Drive
Long Beach, California 90802-4275

(310) 985-2800

Date: April 19, 1994

To: Presidents

From: Barry Munitz
Chancellor 

Subject: Discharge of Accountability—Executive Order No. 616

I am transmitting to you a copy of Executive Order No. 616 which delegates the authority to the campuses to write off debts of \$1,000 or less which are either uncollectable or the amounts involved do not justify the cost of collection.

In accordance with The California State University policy the campus President has the responsibility for implementing Executive Orders where applicable and for maintaining the campus repository and index for all Executive Orders.

BM:rp

Distribution: Vice Presidents for Administration
Business Managers
Chancellor's Office

616
5/15/94

Executive Order No. 616

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400 Golden Shore Drive
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Executive Order No.: 616
Title: Discharge of Accountability
Effective Date: April 19, 1994
Supersedes: None

Education Code 89750.5 was enacted with the passage of Senate Bill 593, as Chapter 779, Statutes of 1993. This legislation, in subsection (c), gives the Trustees authority to discharge from accountability debts of \$1,000 or less that are determined to be uncollectable or where the amount does not justify the collection costs. Effective immediately, this Executive Order delegates this authority to the president or designee of each campus.

The campuses will still be obligated to comply with the collection efforts as outlined in State Administrative Manual, Section 8776.6 for all valid accounts receivables. However, if it appears that the cost of collection efforts would be excessive compared to the amount to be received, this delegation of authority is sufficient authorization to adjust campus records.

Discharge from accountability, of course, does not release the debtor from his/her obligation to the CSU. The campus may continue to withhold services pursuant to Section 42381 of Title 5, California Code of Regulations, despite the discharge of accountability.

Amounts of \$1,000 or less should not be included on applications for discharge from accountability submitted to the Board of Control pursuant to State Administrative Manual, Section 8776.6.



Barry Munitz, Chancellor

Date: April 19, 1994