


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

(310) 985-2800

Date: June 20, 1994

To: Presidents

From: Barry Munitz
Chancellor 

Subject: Delegation of Authority to Establish and Change Campus Housing Fees
Executive Order No. 625

I am transmitting to you a copy of Executive Order No. 625 which delegates authority to presidents to establish and change housing fees for licenses to housing facilities. It also delegates authority to the Vice Chancellor, Business and Finance, to withdraw a president's delegation, establish or change campus housing fees when a delegation has been withdrawn, and reestablish the delegation when, in his judgment, the fiscal condition of a campus housing operation warrants such action. This Executive Order replaces Executive Order No. 603, dated July 16, 1993. The delegation for this fee setting authority was recommended in the Housing Task Force Report (1993).

Administrators at the designated campuses are encouraged to establish appropriate policies and procedures to implement the delegated authority. In accordance with the policy of The California State University, 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:as
Attachment

Distribution: Vice Presidents for Administration/Business Affairs
Vice Presidents for Student Affairs
Business Managers
Deans of Students
Housing Officers
Chancellor's Office Staff

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Office of the Chancellor
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Executive Order No. : 625

Title: Delegation of Authority to Establish and Change Campus Housing Fees

Effective Date: June 20, 1994

Supersedes: Executive Order No. 603

This Executive Order is issued pursuant to Education Code Sections 89700, 90012, and 90068 as delegated in Section 42004 of Title 5, California Code of Regulations and Section 6-e of Chapter III of the Standing Orders of the Board of Trustees.

Effective July 1, 1994, fees for housing governed by Article 5 (commencing with Section 4200) of Subchapter 5, Chapter 1 Division 5, Title 5 of the California Code of Regulations shall be established and changed as follows:

Campus presidents are hereby delegated authority to establish and change housing fees for licenses to housing facilities. The Vice Chancellor, Business and Finance, is hereby delegated authority to withdraw a president's delegation, establish or change campus housing fees when a delegation has been withdrawn, and reestablish the delegation when, in his judgment, the fiscal condition of a campus housing operation warrants such action.

A campus president shall establish or change a fee at a level adequate to cover campus operating expenses, expenses relating to debt service, minimum bond program reserve requirements, and other housing expenses paid centrally as designated by the Vice Chancellor, Business and Finance. The Chancellor, through the Vice Chancellor, Business and Finance, retains authority for compliance with Education Code Section 90068 the Trustees Resolution Authorizing The Issuance Of California State Colleges Housing System Revenue Bonds.

Campuses will be informed of estimated housing expenses to be paid centrally and other specific fiscal requirements of the bond program in the winter of each year for the next fiscal year. The President shall, upon establishing, or changing campus housing fees, notify the Chancellor of such action by providing a copy of the fee schedule, including board rates, to the Chancellor prior to charging or collecting the fee. Beginning with fees for the 1995/96 fiscal year, such notification shall occur fifteen days prior to charging or collecting the fee.

Dated: June 20, 1994


Barry Munitz, Chancellor