

**The California State University  
Office of the Chancellor  
400 Golden Shore  
Long Beach, California 90802-4275**

**(562) 985-2800**

**Dated:** February 5, 1998

**To:** Presidents

**From:**  June M. Cooper  
Senior Vice Chancellor/Interim Chief of Staff

**Subject:** Delegation of Gift Evaluation and Acceptance to Campuses—Executive Order No. 676

I am transmitting to you a copy of Executive Order No. 676 which gives campuses greater authority in the acceptance of gifts.

In accordance with 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.

Attachment

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**Distribution:** Chancellor's Office Staff  
Campus Vice President for University Advancement  
Campus Vice President for Business Administration

**Executive Order No. 676**

**The California State University  
Office of the Chancellor  
400 Golden Shore  
Long Beach, California 90802-4275  
(562) 985-2800**

**Executive Order No.:** 676

**Title:** Delegation of Gift Evaluation and Acceptance to Campuses

**Effective Date:** February 1, 1998

**Supersedes:** No Prior Executive Order

This Executive Order is issued pursuant to authority granted by Education Code Sections 89035 and 89720, and the Standing Orders of the Board of Trustees, Chapter III, Sections 2 and 4-b and e.

To facilitate and encourage fund raising activities and to give campuses more autonomy in fund raising efforts, the following delegations are approved effective immediately:

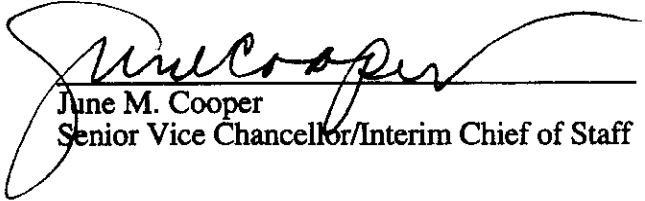
- Authority is delegated to campus presidents to evaluate and accept gifts, bequests, and donations of personal property to campuses. Campus presidents may further delegate this authority in whole or in part to campus officers and employees. Henceforth, campuses will evaluate potential campus gifts, bequests, and donations and accept and receipt campus gifts, bequests, and donations in accordance with the requirements of the California Education Code (see below).
- Authority is delegated to campus presidents to accept gifts of interests in real property to campuses on behalf of the Board of Trustees when acceptance has been authorized by a resolution of the Board of Trustees or is part of an approved campus master plan (Standing Orders, Chapter III, Section 7-b). Campus presidents may further delegate this authority to campus officers and employees.

In acting pursuant to this delegation, due diligence must be performed to ensure that all gifts accepted by the campus will aid in carrying out the primary functions of the campus and the California State University as specified in Education Code Sections 89720 and 66010.4(b), copies of which are attached to this Executive Order. Further, all gifts, bequests, devises, and donations which are accepted must be used in accordance with restrictions specified by the donor. In the performance of these activities, campuses shall adhere to the spirit as well as the letter of all applicable laws and regulations. All advancement programs and activities shall adhere to the Code of Ethics and Standards of Practice set forth by the Council for Advancement and Support of Education (CASE), the National Association of College and University Business Officers (NACUBO), and the National Society of Fund Raising Executives (NSFRE).

Dated: February 5, 1998

**Executive Order No. 676**

In reporting fund raising results (required by Education Code Section 89720), campuses shall use accurate and consistent accounting methods that conform to the appropriate guidelines set forth by the Council for Aid to Education (CAE). Campuses shall submit the CAE report to the Division of University Advancement, Office of the Chancellor, for presentation to the Board of Trustees at its January meeting. This report shall also be sent by the Division of University Advancement to the California Postsecondary Education Commission, the Joint Legislative Budget Committee, and the California Department of Finance.



June M. Cooper  
Senior Vice Chancellor/Interim Chief of Staff

Dated: February 5, 1998

## **Education Code Section 66010.4(b)**

The California State University shall offer undergraduate and graduate instruction through the master's degree in the liberal arts and sciences and professional education, including teacher education. Presently established two-year programs in agriculture are authorized, but other two-year programs shall be permitted only when mutually agreed upon by the Trustees of the California State University and the Board of Governors of the California Community Colleges. The doctoral degree may be awarded jointly with the University of California, as provided in subdivision (c) and pursuant to Section 66904. The doctoral degree may also be awarded jointly with one or more independent institutions of higher education, provided that the proposed doctoral program is approved by the California Postsecondary Education Commission. Research, scholarship, and creative activity in support of its undergraduate and graduate instructional mission is authorized in the California State University and shall be supported by the state. The primary mission of the California State University is undergraduate and graduate instruction through the master's degree.

## **Education Code Section 89720**

The trustees may accept on behalf of the state any gift, bequest, devise, or donation of real or personal property whenever the gift and the terms and conditions thereof will aid in carrying out the primary functions of the California State University as specified in Section [66010.4(b)]. Neither Section 11005 of the Government Code nor any other law requiring approval by a state officer of gifts, bequests, devises, or donations shall apply to these gifts, bequests, devises, or donations. These gifts, bequests, devises, or donations, and the disposition thereof, shall be annually reported to the California Postsecondary Education Commission, the Joint Legislative Budget Committee, and the Department of Finance by January 5 of each year.

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