


The California State University System

Office of the Chancellor

Memorandum

To: George A. Pardon 
Director of Accounting
Business and Finance

Date: January 7, 1998

From: Edward M. McAleer *Emc 1/5/98*

Phone: 562/985-2817

Subject: Transfer of CERF Retained Earnings to CSU, Monterey Bay

Upon the recommendation of the CSU Commission on the Extended University (CEU), I am requesting that \$50,000 of Continuing Education Revenue Fund (CERF) retained earnings in that fund's systemwide account be transferred to the CERF retained earnings account of CSU Monterey Bay. This would represent the first of four annual transfers of retained earnings to that campus. (Future year transfers would be \$37,500, \$25,000 and \$12,000 respectively.)

The \$50,000 transfer should be treated as an expenditure from the Chancellor's Office CERF budget and the cost prorated to the campuses at the same time as other CERF expenditures here are forwarded. This should be separately broken out on the attachment to the AD-NOAT memorandum that provides the campuses with this information.

Questions relating to this transfer should be directed to Mr. Richard D. Lundstedt at 562/985-2820.

Thank you.

EMM/trw

cc: Dr. Charles Lindahl
Dr. Robert C. Detweiler, Chair, CEU