The California State University
Office of the Chancellor
400 Golden Shore
Long Beach, CA 90802-4275
(562) 985-2672

Date: October 26, 1998
To: Human Resources Directors
    Payroll Officers
From: Cathy Robinson
      Senior Director
      Human Resources Administration

Subject: Automobile Allowance Option for CSU Presidents

The Board of Trustees adopted an executive compensation resolution (RUPP 09-98-04) at the September 1998 meeting that provides CSU presidents the option to elect an automobile allowance of $750 per month in lieu of a university vehicle. This option is available effective October 1, 1998, or the beginning of a subsequent pay period, as appropriate. If your president elects this option, please advise me for our records.

If a president elects the optional automobile allowance in lieu of a university vehicle, it does not preclude the president from being reimbursed for mileage in accordance with CSU Policy and Procedures Governing Travel and Relocation Expense Reimbursement, Section 114.

Earnings ID “8CAR”, blanket serial number 935, sub-code 3483 is established for this taxable payment. Processing instructions can be found in the Payroll Procedures Manual Section G 800 (Miscellaneous Payments) and Section K (PIP System Instructions). For general questions regarding the new automobile allowance option for presidents, please contact me at (562) 985-2657. For questions regarding processing instructions, please contact Theresa Hines at (562) 985-2674. Thank you.

CR/lb

Distribution:
Presidents
Interim Senior Director, Human Resources
Vice Presidents, Administration