



Connecticut State University System

Developing a State of Minds

BR#04-08



RESOLUTION

concerning

POLICY ON PAYMENT OF MOVING EXPENSES FOR  
CSU SYSTEM CHANCELLOR AND UNIVERSITY  
PRESIDENTS

March 5, 2004

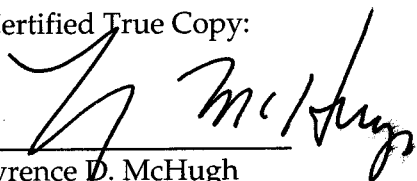
WHEREAS, It is in the best interest of the Connecticut State University System to recruit the best available candidates for the positions of CSU System Chancellor and University Presidents, and

WHEREAS, Willingness to pay moving expenses for prospective employees may be determinative in the decision to accept or reject employment, therefore be it

RESOLVED, That the amount of moving expenses to be reimbursed for a prospective System Chancellor and University Presidents shall be determined by the Executive Committee of the Board, and be it further

RESOLVED, Such expenses shall be paid as a reimbursement for documented expenses and shall be assessed against the budget of the particular University or the Connecticut State University System Office where the prospective employee will serve.

A Certified True Copy:

  
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Lawrence D. McHugh  
Chairman

**ITEM**

Payment of Moving Expenses for the CSU System Chancellor and University Presidents

**EXECUTIVE SUMMARY**

The Connecticut State University System has demonstrated the ability to attract quality candidates for senior executive positions from all over the United States. Because a willingness to pay moving expenses for prospective employees often affects the decision to accept or reject an employment offer, it is recommended that a separate policy be established to specifically address the positions of CSU System Chancellor and University Presidents.

The proposed policy recommends that the amount of moving expenses allowable for prospective University Presidents or System Chancellor shall be determined by the Executive Committee of the Board of Trustees. Such expenses are to be paid as reimbursement for documented expenses and assessed against the budget of the university or system office.

**RECOMMENDATION**

Approve the proposed policy on the payment of moving expenses for the CSU System Chancellor and University Presidents

**6. REIMBURSEMENT OF MOVING EXPENSES (EXHIBIT E)**

Chancellor Cibes reported that in accordance with the policy established specifically for the presidents and chancellor earlier this year, the Executive Committee must approved the amount to be reimbursed to a new president or chancellor for moving expenses. Since President Norton and President Schmotter have not yet submitted requests, he indicated that at the request of Chairman McHugh, he researched what was typically reimbursed in the private sector. Using data provided by Trustee Messina, he recommended that the total cost of transportation of household goods from the old residence to the new residence be reimbursed. This would include shipping, packing and unpacking, partial drop-off to temporary living accommodations, storage if required (up to 60 days), insurance for the move, and the cost of one round-trip coach airline ticket for the president and spouse.

Following a brief discussion, Ms. Eberhard-Asch moved approval of the recommendation outlined by Chancellor Cibes; Mr. Pugliese seconded the motion and it was approved unanimously.

**7. PRESIDENTS' LETTERS OF PRIORITY FOR FY2004-05 (EXHIBIT F)**

Chancellor Cibes explained that only President Carter's letter was finalized but that he has met with both President Schmotter and President Norton and will provide their letters at the next meeting.

**8. DRAFT CALENDAR OF MEETINGS FOR 2005 (EXHIBIT G)**

The draft calendar was noted and will be circulated to each committee prior to submitting to the full Board for approval.

**9. CHANCELLOR/PRESIDENTIAL HUMAN RESOURCES POLICIES-EMERITUS STATUS (EXHIBIT H)**

Chancellor Cibes distributed proposed language to more clearly outline the privileges and expectations of retired presidents or a chancellor granted emeritus status by the Board. He indicated that no approval was necessary at this time but that if the committee agreed to the language, it would be incorporated into the Human Resources Policies for Chancellor and Presidents document that will be brought to the Board for approval in the next few months. The members of the committee suggested some minor modification and indicated it should go forward.

**10. INTERNAL AUDIT REPORT - SCSU FOOD SERVICE (EXHIBIT I)**  
(Mr. Knight joined the meeting.)

Mr. Knight reported that he found adherence to the food service contract at Southern to be satisfactory. The only issues that surfaced were those surrounding the billing of catering functions and better accountability and