

308. Housing and Moving Expenses of a Chancellor or President

The Chancellor and any President may be required, as a condition of employment, to live in a residence owned by the University (an “official residence”). Where such a provision is not included as a requirement of employment, the University may agree, by contract, to provide the Chancellor or President with a housing allowance.

I. Payment of Costs for Moving In and Out of Official Residence

When, as a condition of employment, any Chancellor or President is required to live in an official residence, the University may agree to pay all or a portion of the reasonable cost of moving the personal belongings of the Chancellor or President and his or her family into the official residence or into storage (or both).

Upon the retirement, resignation, or termination of a Chancellor or President, the Chancellor or President and his or her family shall move out of the official residence. In the event of the death or disability of the Chancellor or President, the provisions of Section II, below, shall apply. If a Chancellor or President living in an official residence dies or becomes disabled to the extent that he or she can no longer fulfill the requirements of that office in the judgment of the Board, or if a Chancellor or President living in an official residence should retire or resign with the approval of the Board, then the University may agree to pay all or a portion of the reasonable cost of moving the personal belongings of the Chancellor/President and his or her family out of the residence and into another residence in the local community. The University will not pay any costs of moving the personal belongings of a Chancellor/President to another community nor will the University normally agree to pay any such cost if the Chancellor/President is resigning or retiring in order to take a position with another employer.

For purposes of this policy, the term “personal belongings” shall include all household goods, appliances, furniture, furnishings, clothing, wearing apparel, personal effects, silverware, china, glassware, works of art, and all other items normally used in or in connection with a personal residence. The term “reasonable costs of moving” shall include the cost of packing the personal belongings at the former location and unpacking them at the new location. The University will not assume any responsibility for the loss, damage, or destruction of any personal belongings involved in such moves. Arrangements for any moves that will be paid, in whole or in part, by the University will normally be arranged through the business office providing financial services to the Chancellor/President.

Agreements to pay any moving costs under this policy may be set out in the employment contracts of the Chancellor/President or may be reached at any time prior to the termination of services by the Chancellor/President. Except where clearly stated herein, any approval or agreement required herein involving the

Chancellor must be approved by the Board of Trustees or its designee, and in the case of a President, it must be approved by the Chancellor.

II. Continued Housing for Family of Deceased or Disabled Chancellor or President

In the event of the death of an incumbent Chancellor or President who had been living with his or her spouse and/or family in an official residence, the spouse and family of the deceased Chancellor or President shall have up to four months in which to relocate. If the Chancellor or President had been receiving a housing allowance, rather than housing in an official residence, said allowance shall continue for the spouse and family for up to four months.

In the event that an incumbent Chancellor or President living in an official residence shall become disabled to the extent that, in the judgment of the Board, he or she can no longer fulfill the requirements of the office, the Chancellor/President and his or her family shall have up to four months in which to relocate. If the Chancellor/President had been receiving a housing allowance, rather than housing in an official residence, said allowance may continue for up to four months after it is decided that the Chancellor/President can no longer fulfill the requirements of his or her position.

(Adopted December 4, 1998.)