Memorandum of Understanding between the California State University Chancellor’s Office and Sonoma State University

This Memorandum of Understanding formalizes the support and reporting arrangements with Sonoma State University and the Chancellor’s Office for the Troops to College Program (Veterans Education Opportunity Program).

- Harry Peterson, currently a Sonoma State employee, will transition on July 1, 2007 to become the Director of the Troops to College program, a statewide initiative to reach out to active duty military and veterans for the purpose of enrolling and subsequently graduating them from our public universities (California Community College, California State University and University of California).
- The Chancellor’s Office will provide the funding (salary and benefits for the Director as well as operational expenses) for the program for a period of one year (July 1 2007 – June 30 2008).
- The funds for the salary and operational expenses will be provided by the Chancellor’s Office to Sonoma State University. These funds will be established under a separate Sonoma State University account code and the use of the funds will be reported back to the Chancellor’s Office on a quarterly basis by Sonoma State University. The general budget for the program for 2007/08 is attached.
- Sonoma State office of Administration and Finance will track the expenses and balance of the Troops to College account, but the Director of Troops to College will be responsible to the Chancellor’s office for the accountability and use of the operating funds in accordance with appropriate state and CSU regulations and policy.
- Sonoma State University will provide appropriate office space, telephone and computer use, limited administrative support (travel reimbursements, time sheets, administrative support for power point briefings, etc) at no cost to the Director of Troops to College.
- The Director of Troops to College reports to the Chancellor Office for the planning, direction and execution of the program and for his funding requirements.
- The Director of Troops to College reports to Dr. Ruben Armíñana for his daily activities and administrative support. At any time, Dr. Armíñana can call upon the Director to account for any component of the program.

Dr. Charles B. Reed
Chancellor
The California State University

Dr. Ruben Armíñana
President
Sonoma State University

Date

Date