

Office of General Counsel
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Stephen M. Silver
Assistant Vice Chancellor & Chief Counsel –
Civil Rights
Phone (562) 951-4500
ssilver@calstate.edu

March 22, 2023

By Email (nancy@hrresults.com)

Nancy Gausewitz Aeling
HR Results
3245 University Avenue, 266
San Diego, CA 92104

Re: Review/Assessment of Processes at Chico State
OGC File No. [REDACTED]

RETENTION OF EXTERNAL CONSULTANT

Dear Ms. Aeling:

HR Results is being engaged by California State University (CSU) [REDACTED]

You are the specific consultant working on this matter [REDACTED]

This letter and the enclosures hereto set forth the nature and scope of your relationship with the CSU and the expectations for the review you will be conducting.

CSU Contacts

Laura Anson, Senior Systemwide Director for DHR/Whistleblower/Equal Opportunity Compliance Services, will be your primary point of contact, including for the purposes of receiving relevant documentations and coordinating with Chico State to conduct interviews. Ms. Anson can be reached at:

California State University, Office of the Chancellor
401 Golden Shore

CSU CAMPUSES

Bakersfield
Channel Islands
Chico
Dominguez Hills
East Bay

Fresno
Fullerton
Humboldt
Long Beach
Los Angeles
Maritime

Monterey Bay
Northridge
Pomona
Sacramento
San Bernardino
San Diego

San Francisco
San José
San Luis Obispo
San Marco
Sonoma
Stanislaus

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Long Beach, CA 90802
Phone: (562) 951-
Email: lanson@calstate.edu

In addition to Ms. Anson, attorneys from the CSU Office of General Counsel will also be available to you to advise and discuss any questions you may have concerning the review process or the attorney-client privilege. Specifically, attorneys Monique Shay, Assistant Vice Chancellor & Chief Counsel, Academic and Student Affairs; and Ruth Jones, University Counsel – Civil Rights, have been designated to advise you. They can be reached at mshay@calstate.edu and rmjones@calstate.edu, respectively. As I am currently serving as campus counsel for Chico State, I will generally not be advising in this matter.

Ms. Anson must be kept regularly advised as to your progress and informed of any issues or obstacles you may confront in completing your review in a timely manner. You should provide reports on your status at least every **two weeks** and meet with Ms. Anson (by Zoom) at least every **month**, and otherwise as needed or at her request, including to inform Ms. Anson of any obstacles you encounter that are likely to affect the timeliness of the review. Please let me know if you have questions about this topic.

It is the CSU's intention that any conversations with Ms. Anson, Ms. Shay or Ms. Jones be protected by the attorney-client privilege to the maximum extent possible, and your attorney work product should likewise be considered privileged.

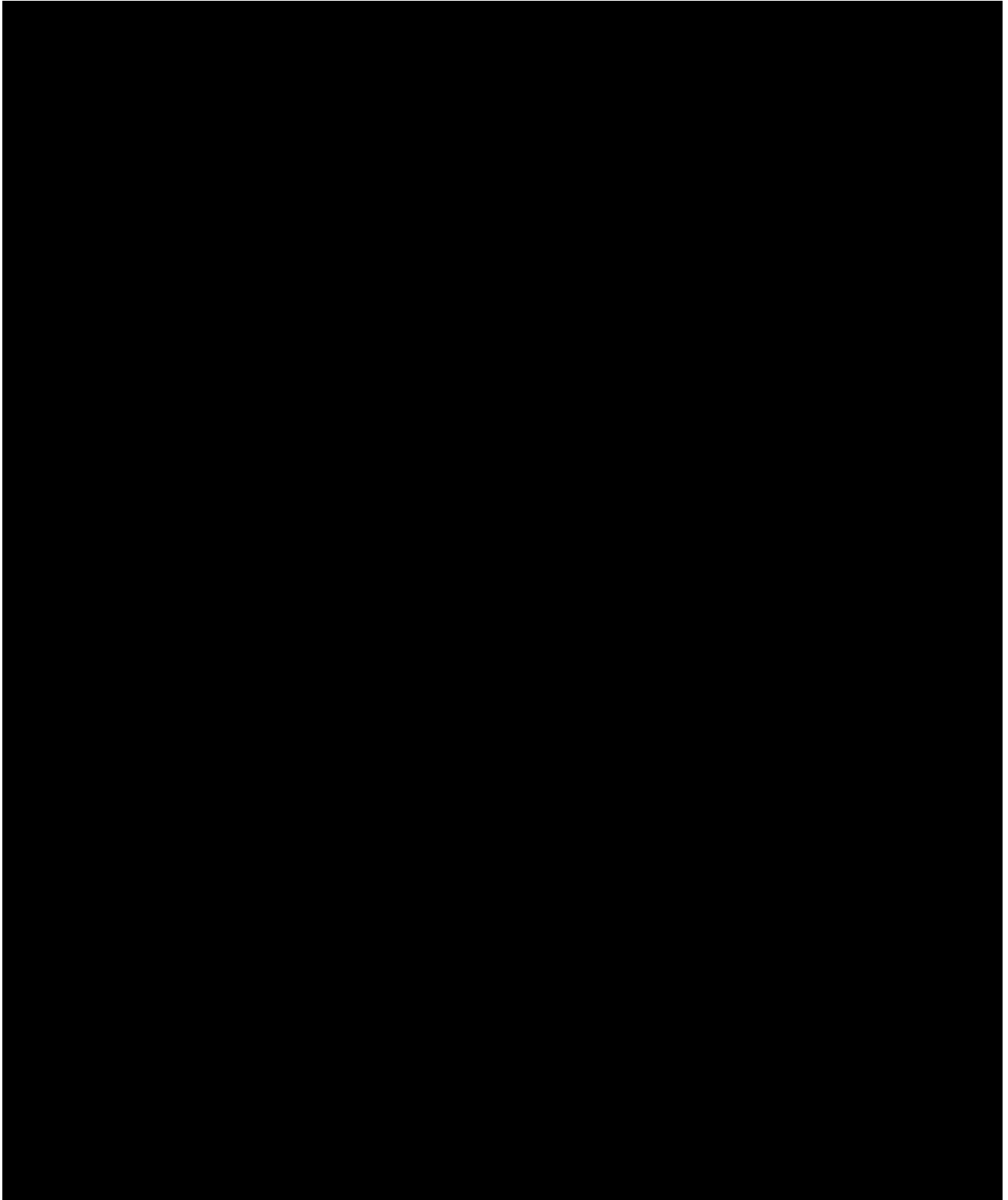
[REDACTED]

[REDACTED]

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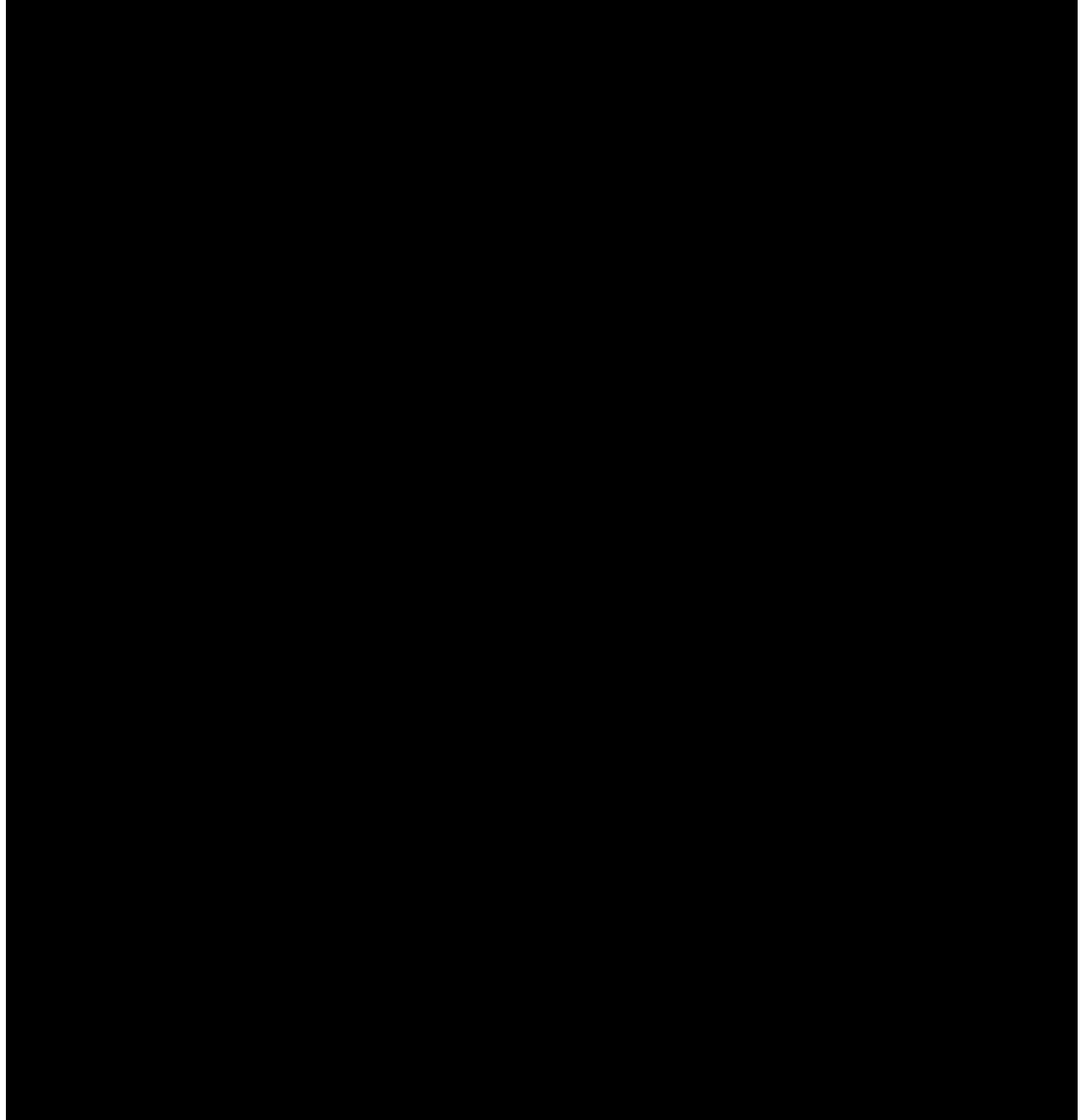
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Compensation and Billing

You will be paid \$350 per hour for your work on this matter. Please obtain advance authorization from Ms. Anson if you need to add others to assist with this matter. Photocopying may be billed

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at a commercially competitive rate, generally not to exceed 10 cents per page, unless special circumstances are involved. The following items are included as a part of your hourly rate, and should not be billed to CSU: word processing, administrative or paralegal overtime, local transportation and local meals (at your home base). Billing statements should be submitted on a monthly basis, and must be recorded in increments of six minutes/tenths of an hour (e.g., 30 minutes = 0.5 hours); contain a description of your services in the billing period; and also include a running total of all fees and costs incurred to date. All billing statements should be submitted electronically to Ruth Jones, via her email address, and with individuals copied as designated by Ms. Jones. Please reference OGC Matter No. [REDACTED] in all correspondence and billings.

We look forward to working with you.

Sincerely,



Stephen M. Silver
Assistant Vice Chancellor & Chief Counsel – Civil Rights

cc: G. Andrew Jones, Executive Vice Chancellor and General Counsel
Leora D. Freedman, Vice Chancellor, Human Resources
Dawn Theodora, Associate Vice Chancellor and Deputy General Counsel
Susan Westover, Assistant Vice Chancellor & Chief Counsel – Litigation
Monique Shay, Assistant Vice Chancellor & Chief Counsel – Academic and Student Affairs
Laura Anson, Senior Systemwide Director, DHR/Whistleblower/Equal Opportunity
Ruth Jones, University Counsel – Civil Rights

[REDACTED]