



## Minutes of the Regular Meeting of the Board of Directors May 26, 2022

In Person: Extended Learning Building, Suite 615 / Zoom: <https://csusm.zoom.us/j/82131057922>

### **ATTENDEES**

**Board Members Present in Person:** Sarah Villarreal, Leon Wyden, Jason Schreiber, Michael Walsh, Carmen Rene

**Board Members Virtually Present:** Charles De Leone, Carl Kemnitz, Kristin Stewart, Cynthia Chavez Metoyer, Denise Garcia, Chris Thibodeau, Ann Bersi, Julia Glorioso

**Board Members Absent:** Dylan Crivello

**Staff Present in Person:** Will Marchese, Michelle Hinojosa, Janine Prior, Janelle Temnick, Trina Beckwith, Deborah Davis, Justin Cox, Sheila Van Metre

**Guests via Zoom:** Ernest Cisneros

### **I. Convening of the Regular Meeting**

Van Metre took a roll call. A quorum being present, Chair Villarreal called the meeting to order at 4:03 p.m. and welcomed everyone to the last Corporation Board of Director meeting for this fiscal year and the first hybrid meeting for this committee. Chair Villarreal thanked Dylan Crivello and Julia Glorioso for their outstanding service as Associate Student Inc (ASI) representatives over the past year. She also congratulated Julia Glorioso in her new role as ASI President and Ernest Cisneros as Vice President of Student and University Affairs. As ASI President, Glorioso will continue her service on the Board as a designated member. Ernest will be joining the Board following the Annual meeting in September as an elected ASI member representative.

### **II. Open Session**

Villarreal opened the meeting to public comments. There were none.

### **III. Minutes of the February 24, 2022 Regular Meeting**

Villarreal asked if everyone had the chance to review the minutes distributed prior to the meeting and called for corrections. *No corrections were offered, the February 24, 2022 minutes were approved as distributed.*

### **IV. Committee Reports and University Updates**

#### **a. University Update**

Villarreal reported there were six commencement ceremonies with over 4400 student graduates; May 26, 2022, is the last day of faculty contracts; Summer school begins June 6, 2022; the California Governor's May budget revise did not include funding for CSU employee fair compensation increase; and lastly congratulations to the new Deans who will be joining CSUSM in July.

#### **b. University Strategic Plan**

Kemnitz provided a PowerPoint reviewing the CSUSM Institutional Strategic Plan 2022-2027. This included the updated Mission, Vision, Value statements as well as Goals and how they relate to the Corporation. [www.csusm.edu/powerofcsusm](http://www.csusm.edu/powerofcsusm)

#### **c. Corporation Update**

Marchese thanked the Board of Directors for their service. Sodexo was invited to provide food samples at the conclusion of the meeting. These items are examples of food which will be available in the dining hall or as part of the catering options in the fall. Marchese provided a slideshow that included a highlight of the Corporation accomplishments for FY 21/22, a look at goals for 22/23 and Key Opportunities.

**d. Student Housing and Dining Advisory Committee Update**

Schreiber reported the Student Housing and Dining Advisory Committee met in the Spring. Schreiber recognized Housing for its success at staying at 90% licensing for the school year. Licensing for fall 2022 has started for the Quad, UVA, and North Commons. Dining has been supported through presentations and communications. New facilities will include CSUSM artwork.

**e. Sponsored Projects Committee Update**

Beckwith reported the Sponsored Projects Committee met April 21, 2022. Proposals submitted to date total \$26M. The number of awards are less than this time last year but the total amount slightly higher at \$12.1M. The areas of Pre and Post award have welcomed new staff and there is currently recruitment for a Sponsored Projects Analyst (SPA). The revised Fixed Price Policy and new Research Cash Advance Procedure were approved and are included in the Consent Agenda (Attachments E and F).

**f. Finance & Operations Committee Update**

Schreiber reported the Finance and Operation Committee met twice and had lengthy discussions regarding the budget. The agenda packet distributed includes the Quarterly Financial and Investment reports (Attachments C and D) for your review. There are several Consent Agenda items on the Board agenda which were approved by the Committee.

**g. Executive Committee Update**

Wyden reported the Executive Committee met on May 19, 2022. There was a review of best practices and processes for nominating elected board members and filling our officer and committee seats. The committee will reconvene prior to the annual meeting to develop final recommendations to fill the vacant officer and member seats as applicable. The committee reviewed and is recommending approval of the proposed FY 22/23 CSUSM Corporation Board of Director meeting calendar as presented in the consent agenda as Attachment K.

**V. Consent Agenda**

Villarreal explained the purpose of the Consent Agenda and that the items come fully reviewed and discussed by the Sponsored Projects, Finance and Operations, and Executive Committees. The purpose of the Consent Agenda is to save time. Villarreal asked if anyone would like to remove any items from the Consent Agenda.

Wyden requested the FY 22/23 proposed budget, listed as item V(b)(i) (Attachment G) be pulled from the consent agenda so he could provide a brief overview of the Budget and Finance & Operations Committee process and recommendation for approval.

Villarreal removed item V(b)(i) (Attachment G) from the Consent Agenda.

Wyden stated the Committee met on May 13, 2022 to review the proposed budget, the process included a detailed line-by-line overview of each of the schedules and an active question and answer period between the committee members and management. A follow up meeting was held on May 18, 2022 at which time management addressed all remaining questions. The proposed budget reflects a debt service coverage ratio of 1.50, which exceeds the minimum 1.25 required by the CSU. The budget also maintains

reserve levels exceeding the minimum established by the Board, including coverage of six-month operating expenses. Anticipated return of net income to reserves will be \$266k. The proposed budget reflects projected investment in the growth of the dining program and in corporation staff. The pending application for property tax exemption of \$3M (one-time retroactive funds) and ongoing tax exemption of \$950k annual are not represented in this budget. For these reasons, the committee voted to recommend approval of the FY 22/23 proposed budget.

Villareal asked if there were any questions. *A motion was made and seconded (Rene/Garcia) to approve the FY 22/23 Proposed Budget (Attachment G) as presented. Schreiber Abstained, Motion carried.*

Villareal returned to the Consent Agenda and asked if anyone would like to remove any other items. There being none, *a motion was made and seconded (Rene/Walsh) to approve consent agenda items A through C as presented. Motion carried.*

- a. Brought forward by the Sponsored Projects Committee (04/21/2022 meeting)**
  - i. Revised Fixed Price Contract Policy #301 (Attachment E)
  - ii. New Procedure: Research Cash Advance for International Payments (Attachment F)
- b. Brought forward by the Finance and Operations Committee (05/18/2022 meeting)**
  - i. FY 22/23 Proposed Budget (Attachment G)
  - ii. Compensation Structure Revisions (Attachment H)
  - iii. Employee Compensation Policy Revision #206 (Attachment I)
  - iv. Compensation Guideline 2022-2023 (Attachment J)
- c. Brought forward by the Executive Committee (05/19/22 meeting)**
  - i. Proposed FY 22/23 CSUSM Corp Board Meeting Calendar (Attachment K)

**VI. Adjournment of Regular Meeting**

*Villarreal asked if there was any other business for the good of the order.*

Marchese introduced Chef Michael and welcomed him to CSUSM. *No other business being offered, Villarreal declared the meeting adjourned at 4:47 p.m.*

  
[Denise Garcia \(Sep 30, 2022 12:18 PDT\)](#)

Denise Garcia  
Secretary

09/30/2022

Date