



Minutes of the Regular Meeting of the Board of Directors

May 24, 2018

Center for Children and Families Classroom

Attendees

Members: Graham Oberem (Chair), Neal Hoss, Chuck De Leone, Cynthia Chavez Metoyer, Jason Schreiber, Xavier Martinez, Jennifer Williams, Charles Ragland @ 4:14

Members Absent: None

Staff: Deborah Davis, Bella Newberg, Cynthia Fenimore, Michelle Hinojosa, Trina Beckwith, Eugene Grinberg, Karla Frazee, Dawn Myers

Guests: n/a

Convening of the Regular Meeting

A quorum being present, Chair Oberem called the meeting to order at 4:00 p.m. Oberem noted that the meeting agenda had been revised. Under section IV, item A was removed.

Oberem recognized Dawn Myers for her service as a student member of the CSUSM Corporation Board of Directors by presenting her with a plaque. Myers graduated in December 2017 and is no longer serving on the Board.

Minutes of the November 16, 2017 Regular Meeting

A motion was made and seconded (De Leone/Chavez Metoyer) to approve the November 16, 2017 Regular Meeting minutes. Motion carried.

Committee Reports

Administration Update

Newberg reported that the CSUSM Corporation has been busy updating policies & procedures, the website and onboarding new employees. CSUSM Corporation is undergoing an audit and Newberg reviewed the timeline. The terms of the Affiliation Agreement are currently being re-negotiated. Newberg reported that we are in talks with Sodexo regarding the new Dining Hall. Sodexo is constructing a financial proforma for the site and considering a greater financial contribution. In turn, our commissionable rate will decrease. Housing has some funds to contribute to the Dining Hall project. Upcoming CSUSM Corporation projects include a dining master plan, catering RFP, ATM RFP and a CSUSM Corporation Board retreat.

Executive Committee Update

Hoss reported that the Executive Committee met on February 9, 2018. All action items pertained to the EL Project and passed.

EL Building/P3 Project Update

Newberg reported that the EL Project is on schedule. Managing the financial obligations, planning for operationalizing the Project and group 2 purchasing is ongoing.

Investment Report Update

Fenimore reviewed the Investment Report that was provided in the agenda packet sent prior to the meeting.

Joint Audit Committee Update

Martinez reported that the Joint Audit Committee met on March 29, 2018. The Form 990 Tax Returns for all three Auxiliaries were passed to move forward to their respective Boards for approval.

Sponsored Projects Committee Update

Beckwith reported on the number of awards OSP is currently managing. Oberem reported on a comparison over the last three years regarding proposal submissions. DeLeone reported that a Grant Writing Bootcamp is underway. DeLeone noted that the bootcamp is a very well organized approach to Grant writing and will be very productive.

Student Housing Advisory Committee Update

Schreiber reported that the Student Housing Advisory Committee meets monthly, more if needed. The UVA and QUAD occupancy is at 100% with a waiting list of 212 students. The Committee continues to work on the housing master plan, discussing housing priority and housing requirements.

University Update

Williams provided the University update which included Commencement, two Trustee visits, the new Technology Strategic Plan, EL Building ground breaking, onboarding of the new Dean for College of Education, Health & Human Services and onboarding the new AVP for Student Life.

Consent Agenda

Oberem explained that a Consent Agenda was included as Item III in the meeting Agenda. He explained the purpose of the Consent Agenda. Oberem asked if anyone had any questions about the Consent Agenda process. There being none Oberem then asked if anyone wanted to move any items from the Consent Agenda to the Regular Agenda. There being none, *a motion comes moved and seconded (Chavez Metoyer/Williams) to approve the Quarterly Financial Report 12/31/17 & Summary (Attachment C), Revised FY 17/18 Operating Budget & Resolution (Attachment D), Compensation Structure Revisions (Attachment E), brought forward from the March 9, 2018 Finance and Operations Committee Meeting. The Revised Procurement Policy (Attachment F), Revised Property Control Policy (Attachment G), Revised Post Retirement Benefit Policy (Attachment H), New Cost Principle Policy (Attachment I), Compensation*

Administration Guidelines FY18/19 (Attachment J), Quarterly Financial Report 3/31/18 & Summary (Attachment K), FY 18/19 Corporation Budget & Resolution (Attachment L), brought forward from the May 15, 2018 Finance and Operations Committee Meeting and Form 990 Tax Return FY 16/17 Ratification (Attachment M) brought forward from the March 29, 2018 Joint Audit Committee Meeting. Motion carried.

Action Items

Nomination of Student Member to the Student Housing Advisory Committee (Attachment N)

Newberg referenced Becky Calica's bio that was sent prior to the meeting. Calica will not serve on the Board of Directors.

A motion was made and seconded (Hoss/DeLeone) to approve the nomination of Becky Calica to serve on the Student Housing Advisory Committee as presented. Motion carried.

Nomination of Faculty Members to the Sponsored Projects Committee (Attachment O)

Newberg referenced the bios for Dr. Hernandez and Dr. Trujillo sent prior to the meeting. The Office of Sponsored Projects would like to have more proactive engagement with the PI's. The nomination of the two additional faculty members to the Committee will help achieve this, Dr. Hernandez and Dr. Trujillo are very active PI's.

A motion was made and seconded (DeLeon/Williams) to approve the nomination of Dr. Ana Hernandez and Dr. Keith Trujillo to the Sponsored Projects Committee. Motion carried.

Proposed FY 18/19 Meeting Calendar (Attachment P)

Oberem reviewed the proposed FY 18/19 meeting calendar included in the agenda packet as Attachment P.

A motion was made and seconded (Hoss/De Leone) to approve the proposed FY 18/19 meeting calendar as presented. Motion carried.

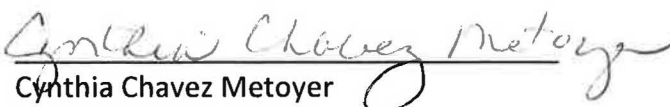
Extension of the Campus Coffee Agreement

Newberg reported that the Campus Coffee agreement is up for renewal. Campus Coffee has been a partner for many years.

A motion was made and seconded (Chavez Metoyer/Schreiber) to approve the extension of the Campus Coffee agreement as presented. Motion carried.

Adjournment of Regular Meeting

The Regular Meeting adjourned by acclamation at 4:58 p.m.


Cynthia Chavez Metoyer _____ Date 10/15/2018
Secretary