



## **Minutes of the Regular Meeting of the Board of Directors May 27, 2021**

There was no physical location due to Executive Order N-25-20 issued March 17, 2020 relating to the convening of public meetings in response to the COVID-19 pandemic.

### **Attendees**

**Members:** Sarah Villarreal, Mary Stephens, Charles De Leone, Carl Kemnitz, Cynthia Chavez Metoyer, Kristin Stewart, Denise Garcia, Michael Walsh, Ann Bersi, Chris Thibodeau (@ 4:11), Dylan Crivello, Andrew Gamboa

**Members Absent:** Jason Schreiber

**Staff:** Bella Newberg, Janelle Temnick, Janine Prior, Michelle Hinojosa, Trina Beckwith, Deborah Davis, Karla Frazee

**Guest:** Julia Glorioso (ASI)

### **Convening of the Regular Meeting**

A quorum being present, Chair Villarreal called the meeting to order at 4:02 p.m. Villarreal welcomed our new member, ASI President, Dylan Crivello, thanked Interim VP Stephens for her service on the CSUSM Board and welcomed guest Julia Glorioso (ASI) who was sitting in on the meeting.

### **Minutes of the February 25, 2021 Regular Meeting**

*A motion was made and seconded (Chavez Metoyer/Walsh) to approve the February 25, 2021 minutes. Motion carried.*

### **Public Comment**

Villarreal called for public comment. There being none, Villarreal moved on to the Committee Reports and Updates.

### **Committee Reports and University Updates**

#### **Administration Update**

Newberg reported that the Center for Children and Families (CCF) will reopen June 1, 2021 at 59% occupancy. The CCF will offer temporary drop-in daycare to support faculty, staff and students. The temporary drop-in daycare will be available starting August 2, 2021 and is supported through the CARES Act. Newberg gave an update on the timeline of the reopening of commercial services. The university bookstore remains open for in-person and on-line shopping. Newberg presented an overview of student housing for Fall 2021. It is anticipated that both properties, UVA and QUAD, will be at capacity (pre COVID occupancy rate). Newberg reviewed a rendering and shared details of the South Parcel-Student Housing project. Preliminary discussions with the developer are underway on how to create a partnership and be able to license the beds as part of the CSUSM housing inventory. Input from the campus community will be sought. Dining and South Parcel have become one project and will be assessed and evaluated together.

### **Finance and Operations Committee Report**

*Newberg presented the Finance and Operations Committee report because Chairman Stephens did not attend the Finance and Operations Committee Meeting in its entirety and Vice Chairman Schreiber is absent from this Board meeting.*

Newberg reported the committee meeting had an extensive agenda with many action items regarding policies, delegation of authority, a resolution and three contract extensions, all of which are a part of the consent agenda later in this meeting. Prior, on behalf of the Corporation, submitted for PPP loan forgiveness and the FY 21/22 budget was reviewed.

### **Sponsored Projects Committee Report**

De Leone reported that the committee met on April 23, 2021. Cayuse Conflict of Interest Module will go live on June 1, 2021. The PI and Co-PI Eligibility Guidelines are posted to the Office of Graduate Studies and Research website and the Sponsored Projects Approval Form has been updated. De Leone presented an overview of Grant activity and shared that the grant writing bootcamps are again being offered to faculty. Beckwith reported the F&A Fringe Benefit Proposal was submitted to the Federal Government, effective date will be July 1, 2021 and presented a Cayuse update. Policies were updated at the suggestion of LOM Consulting and the Sponsored Projects Administration Handbook was published.

### **University Update**

Villarreal reported that commencement was in-person and over 9000 students were invited back to participate.

### **Consent Agenda**

Villarreal explained the purpose of the Consent Agenda, that all items come moved and seconded by the Finance and Operations Committee and asked if anyone wanted to remove any items from the Consent Agenda. There being none, *a motion comes moved and seconded (Bersi/Thibodeau) to approve the following items as presented. Motion carried.*

- FY 2021-2022 Budget (Attachment D)
- Revised Cost Principles for Sponsored Projects Policy (Attachment E)
- Revised Delegation of Authority (Attachment F)
- Revised Property Control Policy (Attachment G)
- Governing Body Resolution (Attachment H)
- Contract Extensions
  - i. Campus Coffee - Food Services
  - ii. Capstone On-Campus Management (COCM) - Housing Property Management and Licensing
  - iii. Aldrich - Audit Services

### **Action Item**

Newberg reviewed the proposed FY 21/22 Board Meeting Calendar.

*A motion was made and seconded (De Leone/Bersi) to approve the proposed FY 21/22 Board meeting calendar as presented. Motion carried.*

### **Adjournment of Regular Meeting and Move to Closed Session**

The Regular Meeting adjourned by acclamation at 4:37 p.m. and Villarreal stated that the Board will move to the Closed Session. Frazee sent a separate Zoom link to the Board only.



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Jason Schreiber  
Secretary

10/01/2021

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Date