



Minutes of the Regular Meeting of the Board of Directors September 23, 2020

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: Cynthia Chavez Metoyer, Chair, Sarah Villarreal, Neal Hoss, Charles De Leone, Carl Kemnitz, Jason Schreiber, Ann Bersi, Michael Walsh, Michael Garrett, Chris Thibodeau, Kristin Stewart, Denise Garcia, Andrew Gamboa

Members Absent: None

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

Guests: Sue DeRosa, Denise Bell, Malik Ismail

Convening of the Regular Meeting

A quorum being present, Chair Villarreal called the meeting to order at 4:31 p.m. and welcomed our new members.

Minutes of the June 25, 2020 Regular Meeting

A motion was made and seconded (Hoss/Chavez Metoyer) to approve the June 25, 2020 minutes. Motion carried.

Special Guest Presentation

DeRosa and Bell from LOM Consulting presented their report on the work they have been doing for the CSUSM Corporation. LOM Consulting was hired to do a Sponsored Programs administration review on the lifecycle of grant policies and procedures. The Power Point presentation was sent to the Board members following the meeting.

Reports

The Investment Report 6/30/20 and Year-End Financial Report/Administrative Operating Summary 6/30/20 was sent to the Board as attachments K and L for review. The two reports were not reported on at the meeting. Villarreal confirmed that there were no questions pertaining to the reports.

Committee Reports and University Updates

Joint Audit Committee Report

Thibodeau reported the Joint Audit Committee met on July 22, 2020, via Zoom. Representatives from the Aldrich team attended the meeting to discuss the pre-audit timeline and process. Next scheduled Joint Audit Committee meeting is September 29, 2020.

Finance and Operations Committee Report

Hoss reported the Finance and Operations Committee met on September 15, 2020 and gave a high-level overview of the reports presented at the meeting which included Sponsored Projects expenditures, internal and financial audits, investments, year-end financial update and the status of the LOM review. Hoss reported that the two Action Items, Revised FY20/21 Budget and the Research Incentive Payments Policy were moved forward to the Board and are on the Consent Agenda.

Executive Committee Report

Hoss reported the Executive Committee met on September 16, 2020 to review the proposed Corporation Board member and committee nominations, the Corporation's officers' nominations and the revisions to the ByLaws. Also reviewed by the Committee were the revised Committee Charges for Sponsored Projects, Joint Audit Committee, Finance and Operations Committee and the Innovation Hub Advisory Committee. Hoss provided a high-level overview of the purpose of the Executive Services Agreement (aka Executive Director Delegation) and reported that the Committee voted to move the agreement forward to the Board for final approval. Hoss reported that all action items were voted on via Consent Agenda at the Annual Board of Directors meeting, 9/23/20.

Administration Update

Newberg reported that Sponsored Programs will be implementing a pre and post award system called Cayuse beginning at the end of the calendar year. Newberg gave an update on limited Commercial Services operations during COVID. University Store is open for reduce hours, but continues to offer on-line and curbside shopping, food services is closed except for vending, Childcare Center remains closed. We are preparing a Summer Conference plan and hope to get approval to begin Marketing. Newberg asked De Leone to give an update on the progress of the Innovation Hub. De Leone reported that the Innovation Hub has been moving forward with programming and communication. He shared about some promising industrial partnerships and the Innovation Challenge that took place over the summer and upcoming events. De Leone announced that Jill Litschewski has been appointed Director of the Innovation Hub and Scott Gross appointed AVP Industrial Partnerships and IP.

Student Housing Update

Schreiber reported the Student Housing Advisory Committee has not met over the summer but the student housing team continues to meet weekly to create plans, update protocols and processes. Currently there are 245 students living in housing. Due to COVID-19, social distancing is essential. There are no more than two students to an apartment and each student has a private bedroom and bathroom. Voluntary meal plans are available for the students.

University Update

Villarreal reported on the appointment of Dr. Castro to serve as the eighth CSU Chancellor, the newly appointed interim VP of Finance and Administrative Services and CFO, Mary Stephens, and that three executive leadership searches will be launched shortly for VP of University Advancement, Chief Diversity Officer and VP and CFO of FAS. Villarreal reported that the strategic planning process will be kicked off and an outside company, GT, has been hired to facilitate the process.

Consent Agenda

Villarreal explained the purpose of the Consent Agenda and asked if anyone wanted to remove any items from the Consent Agenda. There being none Villarreal asked for a motion to approve

the Revised 2020-21 Budget (Attachment M) and the Research Incentive Payments Policy (Attachment N) that come moved and seconded from the Finance and Operations Committee. *A motion was made and seconded (Chavez Metoyer/Thibodeau) to accept the Revised 2020-21 Budget and the Research Incentive Payments Policy as presented. Motion carried.*

Adjournment of Regular Meeting

The Regular Meeting adjourned by acclamation at 5:15 p.m.



Jason Schreiber
Secretary

3/4/2021

Date