



## Minutes of the Regular Meeting of the Board of Directors September 8, 2016

Center for Children and Families Classroom

### Attendees:

**Members:** Linda Hawk (Chair), Matthew Ceppi, Sharon Whitehurst-Payne, Chuck De Leone, , David Chang, Graham Oberem, DawnMarie Myers, Jason Schreiber (entered at 4:12)

**Members Absent:** Brandon Losey, Regina Eisenbach

**Staff:** Bella Newberg, Cynthia Fenimore, Clint Roberts, Michelle Hinojosa, Michelle Meeks, Karla Frazee, Justin Cox

**Guests:** Dr. Suzanne Moineau

### Convening of the Regular Meeting

A quorum being present, Chair Hawk called the meeting to order at 4:14 p.m. Hawk welcomed new Board Member Collin Bogie, ASI President.

### Minutes of the May 31, 2016 Regular Meeting

*A motion was made and seconded (Myers/Ceppi) to approve the May 31, 2016 minutes. Motion carried.*

### Special Guest Presentation

Hawk introduced special guest speaker Dr. Suzanne Moineau, Professor and Chair of the Department of Speech-Language Pathology at CSUSM. Dr. Moineau presented her research project with the US Department of Education (*Effective School-Based Practice in High Need Districts, for Evaluation and Treatment of the Speech and Language of Children with Craniofacial Anomalies*)

### Committee Reports

#### Audit Update

Roberts reported that AKT is close to issuing financial statements for UARSC. Field work is complete and we are on task. There are no audit findings and no major adjustments.

#### Administration Update

Newberg reported UARSC has been busy reviewing and revising policies and procedures, and continues to work on building a sound business infrastructure. The team working on the Public, Private, Partnership (P3) project were reviewed. The P3 Request for Information and Qualifications (RFIQ) was issued in June, 2016. Five responses were

received and after review, 4 were brought back for interviews. From the firms interviewed, the Evaluation Team will compile a list of their recommendations to move to the RFP phase and present the list to President Haynes. In addition, this project will be presented to the Board of Trustees in November, 2016 for approval. Once we receive the Board of Trustees approval we will issue the RFP. The P3 project will include programming elements for mixed use spaces such as classrooms, labs, support spaces and faculty offices, student housing with a dining facility and parking. EL is the anchor to this project. Based upon the recommendation by Moss Adams, and further evaluation by President Haynes and her Executive team, a decision was made to proceed with realigning the programs that currently reside in UCorp, ASI and UARSC. The goal is to align all student operations under ASI including the Clarke Field House, Campus Recreation and the University Student Union. UARSC and UCorp will merge and Student Housing will remain with this entity. This merger will move all contracted operations under a single auxiliary including Student Housing (UVA) which is managed by a third party contractor. The UARSC/UCorp merger will provide an opportunity to change our name from UARSC to San Marcos University Corporation. Newberg reported we are working with the AOA attorney to establish a plan to implement these changes. The final plan will be presented to the Board for approval once the logistics are identified and sorted out. Goal is to go live July 1, 2017. Newberg reported that UARSC donated \$20,000 to the CSUSM Athletic Department to assist in the startup of the new Sports Center and also awarded to ten students, a \$700 scholarships, in the form of a gift card to the University Store. Newberg collaborated with the Financial Aid and Scholarships Office to compile the list of recipients.

#### **Joint Audit Committee**

Chang reported the Joint Audit Committee of the three Auxiliaries (UARSC, Foundation, and ASI) met on July 11, 2016 for pre-audit discussion with the auditors, AKT. Audit results are expected at the next Joint Audit Committee meeting on 9/21/16.

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

Whitehurst-Payne reported the Finance & Operations Committee met on August 29, 2016 to review the Quarterly Financial Report, Revision to FY 16/17 Operating Budget, new Hospitality Policy, revised Property Control Policy, revised COI Policy, revised Compensation Administration Guidelines FY 16/17 and revised Leave Policy. These items will be considered for action later in the meeting.

#### **Sponsored Projects Committee**

Oberem reported that the summer grant writing bootcamp was a great success and OSGR would like to offer it again next summer. FY 16/17 is shaping up to be a record year for grant submissions, a 29% increase over last year. Proposals submitted requested \$40M, an increase of more than 54%. OSGR will soon offer limited post-award operational support including assistance with requisitions, travel, purchases and project budget management. Services will be paid for primarily using direct-line costs in funded grant proposals. The 2016 Celebration of Faculty Scholarship & Creative Activity will be held November 10, 2016.

### Investment Portfolio

Fenimore reviewed the Investment Portfolio Report ended 6/30/16 provided in the packet. The variations in investment totals are primarily due to the timing of the Office of Sponsored Project dollars coming in and going out. Market conditions have been improving although it should be noted that the FY 16/17 budget is stated as an overall gain of zero.

### University Update

Ceppi reported the new academic year has started. Student enrollment including EL, on-line and Temecula campus is 15,000. Ribbon Cutting ceremonies have taken place for the Sports Center and the CSU Institute for Palliative Care. The Governor's Graduation Initiative 2025 is underway. The goal of the initiative is to increase graduation rates across all 23 campuses. This year, \$35M is tied to plans for improving two and four year graduation rates. CSUSM has an aggressive target to increase the first time freshmen graduation rate from 14% to 30%. The plan is a three pronged strategy which includes improving student preparation and readiness, expanding capacity to serve our existing students and scaling proven practices and academic support services. To be successful the following needs to be taken into account:

- Continue to support Grants that are focused on improving student success
- Make available more courses and classroom space
- Have ancillary services available on Fridays now that we've added several classes to take place that day
- Have more tenured faculty
- Keep costs low for the students. Follett's price match and text book rental is a great start
- Promote on-campus student employment
- Explore Public, Private, Partnerships (P3) through the auxiliary to provide academic space, offices and parking

Ceppi commented that such initiatives provide auxiliaries an opportunity to demonstrate how valuable they are to the mission of the University and its students.

### Consent Agenda

Hawk explained that a Consent Agenda was included as Item VIII in the meeting Agenda. She explained the purpose of the Consent Agenda is to save time. Hawk asked if anyone had any questions about the Consent Agenda process. There being none Hawk 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 from the Finance and Operations Committee to approve Quarterly Financial Report & Summary 06/30/16 (Attachment F); Revision to 2016/2017 Operating Budget (Attachment G); New Hospitality Policy (Attachment H); Revision to Property Control Policy (Attachment I); Revision to COI Policy (Attachment J); Revision to Leave Policy (Attachment K); Revision to Compensation Administration Guidelines FY 16/17 (Attachment L). Motion carried.*

### Action Item

Newberg requested approval to proceed with issuing the Request for Proposal (RFP) for the Public, Private, Partnership (P3) project presented during the University Update.

Due to Hawk and Ceppi acting as Administrators for the P3 project they abstained from this vote. A quorum still being present, Hawk turned the meeting over to Vice Chair, Whitehurst-Payne to call for Motion to Approve. *A motion was made and seconded (Oberem/De Leone) to approve moving forward with issuing the RFP for the P3 project. Motion carried.*

**Adjournment**

The Regular Meeting adjourned by acclamation at 5:21 p.m.

  
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Graham Oberem  
Secretary

12/13/2016  
Date