



**Minutes of the Regular Meeting of the Board of Directors
December 7, 2023**

ATTENDEES

Board Members Present: Jason Schreiber; Carl Kemnitz

Board Members on Zoom: Leon Wyden; Cynthia Chavez Metoyer; Carmen Rene; Justin Cadiz (arrival 4:20p.m.); Michael Walsh (arrival 4:10p.m.)

Board Members via Phone: Sarah Villarreal (arrival 4:25p.m.)

Board Members Absent: Ann Bersi; Denise Garcia; Jennifer Ostergren; Kristin Stewart; Christopher Thibodeau; Moy Valdez

Staff Present: Janelle Temnick; Michelle Hinojosa; Justin Cox

Staff Present on Zoom: Trina Beckwith; Deborah Davis

Guests: None in attendance

I. Convening of the Regular Meeting

Cox took a roll call. A quorum not being present, Chair Schreiber called the meeting to order at 4:04 p.m. Quorum was reached at 4:25 p.m.

II. Open Session

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

III. Minutes of the September 28, 2023, Regular Meeting

Schreiber asked if everyone had the chance to review the minutes distributed prior to the meeting and called for corrections. *No corrections were offered; the September 28, 2023, minutes were approved as distributed.*

IV. Committee Reports and University Updates

A. University Update

Wyden shared the semester was marked by significant achievements and successful events. Notably, the Giving Day initiative garnered substantial support, raising an impressive \$460,000 from over 2,400 donors for various causes, including libraries, research centers, and student services. The Innovation Faculty Fellows program celebrated its first cohort's accomplishments in innovation, entrepreneurship, and tech transfer projects, while also welcoming a new cohort to continue these endeavors. A highlight was the inaugural Fall Commencement scheduled for December 17th, where more than 500 students will be awarded degrees, offering congratulations to both graduates and their families. The HSI Summit proved to be a diverse and informative gathering, featuring discussions on best practices for Hispanic Serving Institutions and a keynote address from the esteemed Dr. Kara Jasso, a renowned scholar and artist.

B. Corporation Updates

Temnick reported a successful Giving Day, highlighting those donors enabled a donation of 970 meals to the Cougar Care Network—a significant increase from last year, doubling the donor base from 22 to over 40, showcasing growing community support. Exciting news was shared about the upcoming University Village housing and dining

project in Lot O, with the construction fence set to go up in January with the Groundbreaking ceremony. This long-awaited project, initiated in 2021, is finally coming to fruition. Commencement preparations are in full swing, with active staff volunteering for the event. Lastly, Temnick shared the onboarding of two new corporation staff members, an HR payroll analyst and a grants coordinator, starting on Monday, December 11, 2023, contributing to the positive momentum within the organization.

C. Executive Committee Report

Wyden updated the Committee on the meeting held on November 29, 2023. Progress on the search for a new Executive Director is promising, with three impressive candidates interviewed, and reference checks underway. Further updates on this matter will be shared soon. Additionally, Janelle provided administrative updates during the meeting.

D. Sponsored Projects Report

Beckwith provided an update on OSP Quarterly Expenditures, reporting substantial financial growth exceeding \$5.2 million in Q1 of this fiscal year – the highest in two years. This success is credited to increased activity and proposals driven by pre-award efforts. The organization expresses optimism about achieving a \$17 million target by Q4 and is content with the current progress. Notably, the awaited F and A rate agreement from the Federal Government, pending for over two and a half years, has been received and is ready for Leon's signature. The organization will maintain favorable F & A rates of 49% for on-campus and 28% for off-campus, surpassing rates at other institutions. Discussion on transitioning from actual fringe benefit costs to pool fringe benefit costs highlighted potential benefits in budgeting simplicity and improved project forecasting. Despite initial retroactive adjustments from July 1, 2023, the organization is well-prepared to implement the new process in January 2024. A concise communication plan is in development to address principal investigators (PIs).

E. Finance and Operations Committee

Rene reported the finance committee met on November 30, 2023. The committee reviewed the Quarterly Financial Report & Combined Operations Summary (Attachment C) as well as the Quarterly Investment Report. (Attachment D). The financials had no discrepancies and are favorable to budget.

F. Joint Audit Committee

Temnick reported the Joint Audit Committee met on September 27, 2023, and Thibodeau provided updates at the September 28, 2023, Board meeting. No further updates

G. Student Housing and Dining Advisory Committee

Walsh reported the Advisory Committee met on November 13, 2023. Highlights: housing 99% occupied, additional students in overflow housing. Starbucks license expires in January; Sodexo to take over, operational changes not anticipated.

V. Consent Agenda

Schreiber explained the purpose of the Consent Agenda, confirming that the items had been introduced and thoroughly reviewed by the Finance & Operations Committee. Afterward, Schreiber invited members to express any desire to remove specific items from the Consent Agenda. Since there were no such requests, Schreiber then sought consensus from all regarding the approval of items A, (i)(ii) Procurement Policy and Property Control Policy as listed on the Consent Agenda.

As there were no objections or requests for removal, a motion was proposed and seconded (Chavez Metoyer/Rene) to approve consent agenda items A, (i)(ii) presented, and the motion was carried out.


VI. New Business Items

Beckwith explained the need to authorize the Proposal for Delegation of Authority with the California Parks and Rec Agency. Occasionally, sponsors request a Resolution from the CSUSM Corporation Board of Directors (BOD) as part of the proposal application process. It was highlighted that the State Department of Parks and Recreation does not accept existing policies or other documents regarding CSUSM Corporation's non-profit status or the approval of proposal submissions. Furthermore, they require a specific delegation of authority to sign grant agreements. To streamline the process, the proposal recommended that the board approves and authorizes the Executive Director or her designee(s) to execute the necessary Resolution of the Board of Directors document. This authorization is essential for submitting a grant application to the State Department of Parks and Recreation.

Schreiber called for a motion to approve the application of the outdoor equity grant program funds. A motion was proposed and seconded Rene/Wyden, motion carried.

VII. Closed Session

The Board went into Closed Session.


Denise Garcia (Mar 5, 2024 09:59 PST)

Denise Garcia
Secretary

Date