EXECUTIVE COMMITTEE MINUTES
ASC Conference Room @ CP 250
24 January 2013 • 4:00 pm


Staff: Kim Ball, Denise Bell, Rosario Borromeo, Ann Ehl, Chuck Kissel, Tony Lynch, Mike Marcinkevicz.

1. CALL TO ORDER
Chair Bremner called the meeting to order at 4:04 p.m.

2. APPROVAL OF 10/18/12 MINUTES
Prof. Pasternack moved, Mr. Mumford seconded and motion carried to approve the minutes of the 10/18/12 Executive Committee meeting.

3. TREASURER’S REPORT
Mr. Marji reported that the General Fund (Administration, Grants & Contracts), Auxiliary Enterprises (Bookstore, Food & Vending) and Building Fund combined activities generated a net income of $334K, resulting in a budget variance of $238K for November 2012. Revenues during this period were $21.5M and expenses were $20.3M. Building operations which consisted of College Park and 3 Banting now includes College Park West (the building formerly known as Western State College of Law).

4. EXECUTIVE DIRECTOR’S REPORT
Mr. Mumford reported that while no action is required at this time, the Academic Senate will request the ASC to fund the Don Shields award. Prof. Pasternack explained that the request will be for $15,000; $12,500 for an endowment and $2,500 for five annual awards of $500 (while the endowment grows). The Academic Senate currently has three awards. The Carole Barnes award for $250 recognizes an outstanding teacher; the Faculty Leadership in Collegial Governance Award for $300 (funded by the President’s office) recognizes faculty research; and the Outstanding Professor Award for $4000 (funded by the President’s office). The Don Shields award would recognize scholarship and creativity. The Academic Senate is hoping to have the funding in place by spring.

ASC is currently working on the redesign of its logo. Last year, we worked with a campus communications class which produced several logos, but none that fit the ASC. A couple months ago, the marketing staff at Titan Shops and Campus Dining worked together to design a new, workable logo. That logo is currently with University Advancement for the campus’ final approval on the design.
Lastly, we (1) may hold another board orientation considering the number of new VPs on campus; (2) will add five charging stations to the CP parking lot; and (3) have begun collecting rent on CP West.

5. **RESOLUTION:**

**LIBRARY SBUX OUTLAY REQUEST**

Mr. Mumford reported that the library coffee shop has been a discussion item for many years; last year, a space plan study showed the possibility for a coffee shop in the Salz-Pollak room. Costs estimates are “not to exceed” $900K amortized over 20 years (Mihaylo Starbucks cost over $1M). In exchange for reduced rent, Starbucks has agreed to pay for certain infrastructure. ASC will replace the carpet in the same section for additional rent reduction.

There has been discussion on campus those who disapprove of the Salz-Pollak room being repurposed. To address that, Mr. Mumford said a currently unnamed space across the way could be renamed the Salz-Pollak room.

Mr. Rangel expressed concern that the payback to the ASC as written does not sufficiently protect the ASC. VP Garcia asked if we could move forward with the resolution with the condition that the ASC and the campus meet to rework and reconsider the financial ramifications of this project.

Prof. Pasternack moved to accept the resolution, with the proviso that a financial review of the proposed project be completed by the ASC and the University, and further proposed that any years with projected ‘less-than break-even performance’ would trigger a meeting between the ASC and the University to find ways to mitigate any projected deficit. Mr. Rangel seconded and motion carried to approve the attached resolution. Mr. Hall abstained.

6. **REPORTS**

A. **SPO**

Ms. Bell reported that awards are down compared to last year, a trend seen nationwide. At the Auxiliary Organizations Association’s annual conference recently, it was announced that both NIH and NSF will continue funding proposals and that there will be no cuts in funding as previously thought. We have a five-year NIH research grant which is likely to be funded. Computer upgrade is progressing, with a go-live date of sometime this spring.

B. **IT**

Mr. Marcinkevicz reported that all facets of testing and reworking of the Sungard update continues and we are looking to go live in March. This update will add stability to the software and will maximize reporting for the accounting, grants and human resource departments. The IT department is also working on (1) purchase-card compliance, (2) year-end reporting of both W2s and 1099s, and (3) research a new time clock system. There was an issue of a stolen merchant ID, which will be addressed by the bank. And lastly, we will be hiring a full-time staff person later this month.
7. **ANNOUNCEMENTS**
Next ExComm meeting: Thu 02/21/13

Next Board meeting: Thu 03/28/13

8. **ADJOURNMENT**
Mr. Bremner adjourned the meeting at 5:30 p.m.

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*Approved by the Executive Committee, February 28, 2013.*

[Signature]

Robert C. Hall, Secretary
EXECUTIVE COMMITTEE MINUTES
ASC Conference Room @ CP 250
February 28, 2013 • 4:00 pm

Present: Bob Hall, Tariq Marji, Frank Mumford, Barry Pasternack, Anil Puri, Ron Rangel.
Staff: Kim Ball, Denise Bell, Rosario Borromeo, Ann Ehl, Chuck Kissel, Tony Lynch, Mike Marcinkevicz.

1. CALL TO ORDER
Vice-chair Rangel called the meeting to order at 4:00 p.m.

2. APPROVAL OF MINUTES
Mr. Mumford stated that the Starbucks resolution amended during the meeting was further clarified via email after the meeting. The minutes reflect the modified language of the final approval. Mr. Hall moved, Prof. Pasternack seconded and motion carried to approve the minutes of the January 24, 2013 Executive Committee meeting.

3. TREASURER’S REPORT
Mr. Marji reported that ASC generated revenues of $29.6M and expenses of $27.9M, resulting in a net total income of $1.4M for 01/31/13. Income for General Fund (Administration and Grants & Contracts), Enterprises (Campus Dining and Bookstore) and Building (CP, CP-West and IRVC) was $659K; a variance of $95K.

Mr. Rangel asked if the drop in the number of students affected sales. Mr. Marji affirmed that downward fluctuations in enrollment, particularly freshmen, affect sales.

4. EXECUTIVE DIRECTOR’S REPORT
Mr. Mumford distributed the new ASC logo designed by University Advancement’s Strategic Communications which will be incorporated in the near future.

The Bylaws will be amended as AVP Administration will be removed from the Board (and therefore from the Executive Committee) and VP IT added. There was a brief discussion on whether to add VP HR, as a recent announcement was made by President Garcia that a search would be commencing to add the sixth VP. We will have further discussions with VP Garcia to confirm changes.

There will be a ribbon-cutting on Wed 03/13/13 to dedicate the new CP Plaza with remarks to be made by President Garcia. The short program will include additional comments by AVP Facilities Jay Bond, a City of Fullerton representative and Frank Mumford.

In working with the University for a “greener” campus, we installed six electric charging stations in the CP parking lot. Also the City of Fullerton will launch a bike-share program.

Next week, we will meet with the Chancellor’s Office Land Development Review Committee (LDRC) to obtain concept approval for College Park South. Once the LDRC approval is obtained, a RFP will be distributed to previously qualified developers.
We are still working toward divesting University Heights. However, our potential buyer has requested an assignment of our rights, so we will not change to fee-simple. Home prices will be kept low and the pool of buyers will continue to focus on faculty and staff.

5. **Resolution: Funding for Don Shields Award**
   Prof. Pasternack moved, Mr. Marji seconded and motion carried; the Executive Committee unanimously approved to fund the Shields Excellence in Scholarship & Creativity Award.

6. **Reports**
   A. **Bylaws Amendment**
      Mr. Mumford noted, as mentioned in his earlier report, that we will submit changes to the Bylaws to the full Board in March. The changes include removal of AVP Administration from the Board and the addition of VP Information Technology so all campus VPs are represented on the ASC Board.

   B. **Bookstore**
      Ms. Ball reported that Titan Shops received 75% of the requisitions by the due date and 95% by the first day of classes; an improvement over the previous year with 66% and 92%, respectively. Titan Shops is transitioning out of the serialized rental program. By the end of this semester, all titles in the original serialized program will be moved into the new program. The bookstore is also working to implement a Tech Service Counter to provide onsite repairs for Dell and Apple products.

   C. **Campus Dining**
      Mr. Lynch reported that Campus Dining is working with the office of Capital Projects to open the Library Starbucks. Starbucks has recently completed the design drawings and a cost estimate is being produced to determine feasibility. Nutwood Café will soon offer catering from its in-house Togo’s. To deliver the catering items to campus and nearby businesses, the Nutwood Café Togo’s has an ad-wrapped golf cart.

7. **Announcements**
   - Next Board meeting: Thu 03/28/13
   - Next ExComm meeting: Thu 04/28/13

8. **Closed Session: Annual Executive Compensation Review**
   At 5:03 p.m., the Committee went into closed session and took action to review the annual compensation of the CEO and CFO of the ASC. Compensation of the individuals was reviewed and compared to like institutions. No additional actions were taken. Closed session ended at 5:09 p.m.

9. **Adjournment**
   Mr. Rangel adjourned the meeting at 5:10 p.m.

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Approved by the Executive Committee August 15, 2013.

Robert C. Hall, Secretary
ASC BOARD OF DIRECTORS
Minutes – Regular Meeting
Titan Shops Conference Room
March 28, 2013 • 7:00 pm

Present: Jack Bedell, Ted Bremner, Rosalina Davis, Berenecea Eanes, Steve García, Diana Guerin, Bob Hall, Jane Han, Theresa Harvey, Zeke Luna, Tariq Marji, Dwayne Mason, Frank Mumford, Barry Pasternack, Greg Saks.

Excused: Katie Ayala, Bill Barrett, Mildred García, Dorota Huizinga, Tom Meyer, Anil Puri, Ron Rangel, Brady Rhodes.

Guests/Staff: Kim Ball, Denise Bell, Rosario Borromeo, Ann Ehl, Tony Lynch, Mike Marcinkevicz.

I. Call to Order
Chair Bremner welcomed new members to the Board: Greg Saks (VP University Advancement) and Steve Garcia (Interim VP Administration & Finance). He called the meeting to order at 7:00 pm.

II. Approval of 12/13/12 Minutes
Prof. Bedell moved, Prof. Pasternack seconded and motion carried to approve the minutes of the December 13, 2012 annual meeting of the ASC Board of Directors.

III. President’s Report
There was no report.

IV. Grant & Contracts Report
In Dr. Huizinga’s absence, Ms. Bell reported that 59 students participated in last month’s Student Research competition, with 10 students winning and moving on to represent Fullerton at the CSU competition. Last week was Research Week on campus, with both faculty and students participating in the presentations and panels.

V. Treasurer’s Report
Mr. Marji reported that General Fund (Administration, Grants & Contracts), Auxiliary Enterprises (Bookstore, Campus Dining) and Building Fund combined activities generated a net income of $1.0M, resulting in a budget variance of $517K for 02/28/13. Revenues during this period were $33.7M and expenses were $31.4M. Building operations which consisted of College Park and 3 Bantering now includes College Park West (the building formerly known as Western State College of Law).

VI. Executive Director’s Report
Mr. Mumford reported that once the Executive Committee meets, draft minutes will be submitted via email to the full Board to keep them apprised of Committee activity.
There’s a new Starbucks that will be constructed in the Library; we anticipate an opening by Fall. The ASC also has a new logo designed by University Advancement’s Strategic Communications department which is now in use. At last month’s Executive Committee meeting, the Academic Senate’s request for $15,000 for the Don Shields award was approved. Prof. Bedell thanked the ASC & President García in their roles in approving and expediting the award.

Space planning has begun for CP West. The former owners will rent back from the ASC for a maximum of three years. The university will occupy and sublease any vacated space. As for CP South, an RFQ was submitted to approximately 40 groups, with nine responding and five being qualified. We await a report from the Chancellor’s Office Land Development Review Committee before an RFP is submitted to the five prequalified developers.

Regarding the Housing Authority, it received approval from the Chancellor’s Office to dissolve the organization and fold its activities into the ASC’s. We are currently working through the legal process.

VII. Action Items
A. Resolution: Approval of Bylaws Amendment
Mr. Mumford explained that to have equal representation by all areas of the campus, the ASC recommends (after consultation with campus administration) approval of the attached resolution. The resolution amends the Bylaws so that all named vice presidents are administrative directors to the ASC Board.

Prof. Pasternack moved, Ms. Harvey seconded and motion carried; the Board unanimously approved the resolution.

B. Policy: Investments
Prof. Guerin moved, Mr. Luna seconded and motion carried; the Board unanimously approved to accept the Investments Policy.

VIII. Reports
A. Campus Dining
Mr. Lynch reported that OC Choice (the ASC’s on-campus caterer) launched a new website which has seen an increase in online orders. The library Starbucks will soon commence construction with the kick-off meeting scheduled for 04/10/13. The Togo’s at Nutwood Café will launch a catering program in the coming weeks, with marketing materials ready for distribution.

Prof. Bedell asked about the decrease in catering sales; Mr. Lynch replied that large scale events previously hosted at the El Dorado Ranch are not being held by the new administration.

Prof. Pasternack asked whether there is feasibility in a “dine and dash” program for events at the Performing Arts Center. He suggested offering boxed or prix-fixe dinners for those attending evening events.
B. **Titan Shops**
Ms. Ball reported that this semester’s requisitions of 95% by the first day of instruction were an improvement over last year’s 92% for the same period. This year’s back-to-school sales at $4.1M were also up over last year’s sales by 0.24%. For fall semester, Titan Shops is planning to implement a Titan Tech Service Counter for onsite repair services of Apple and Dell products. This is expected to provide a new revenue stream and increase traffic to the bookstore.

IX. **Reminder**
Next Board meeting: Thu 06/20/13

X. **Adjournment**
Mr. Bremner adjourned the meeting at 8:00 p.m.

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*Approved by the Board of Directors, June 20, 2013.*

Robert C. Hall, Secretary
ASC BOARD OF DIRECTORS
Minutes – Regular Meeting
Titan Shops Conference Room
June 20, 2013 • 7:00 pm

Present:  Ted Bremner, Rosalina Davis, Berenecea Eanes, Diana Guerin, Bob Hall, Zeke Luna,
Tariq Marji, Frank Mumford, Anil Puri, Ron Rangel, Greg Saks, Sean Walker.

Absent:  Katie Ayala, José Cruz, Amir Dabirian, Mildred García, Steve García, Jane Han,
Theresa Harvey, Dwayne Mason, Barry Pasternack, Brady Rhodes.

Staff:  Kim Ball, Denise Bell, Rosario Borromeo, Ann Ehl, Chuck Kissel, Tony Lynch,
Mike Marcinkevicz.

I.  Call to Order
Chair Bremner welcomed Sean Walker, the new Academic Senate Chair to the Board; he
called the meeting to order at 7:05 pm. Quorum was present.

II.  Approval of Minutes
Mr. Mumford moved, Mr. Luna seconded and motion carried to approve the minutes of the
March 28, 2013 meeting of the ASC Board of Directors.

III.  President’s Report
There was no report.

IV.  Treasurer’s Report
Mr. Marji reported that General Fund (Administration, Grants & Contracts), Auxiliary
Enterprises (Bookstore, Campus Dining) and Building Fund combined activities generated
a net income of $1.2M, resulting in a budget variance of $682K for 04/30/13. Revenues
during this period were $42.1M and expenses were $38.0M.

V.  Executive Director’s Report
Mr. Mumford reported that a committee is working on space recommendations for College
Park-West, with Extended Education occupying most of the space. The ASC continues to
look to develop space south of College Park; the results of a market demand study are
expected in July. The Housing Authority continues to work through the due diligence of
selling University Heights (UH) to a third party while UH homeowners voiced complaints,
requested public records for items dating back to 2004, and threatened a lawsuit. The
amendment to the University Heights Specific Plan was approved on 06/12/13 by the City
of Fullerton’s Planning Commission; it will go before City Council on 08/06/13.

VI.  Action Items
A.  Revised Public Funds Policy
Mr. Rangel moved, Mr. Luna seconded and motion carried unanimously to approve the public funds policy.

B. **Approval of Investment Spending Policy**
The board discussed the priority use of these funds and one recommendation was that allocations be Board-approved annually. This item was tabled for the next meeting.

C. **Approval of Severance Policy**
Dean Puri moved, Mr. Saks seconded and motion carried unanimously to approve the severance policy.

D. **Approval of Retirement Policy**
Prof. Walker moved, Dean Puri seconded and motion carried unanimously to approve the retirement benefits policy.

E. **Resolution: Approval of Bylaws Amendment (30 Days)**
Mr. Mumford explained that Article XIII of the Bylaws requires that written notice be given at least 30 days or at the previous regular meeting before the Bylaws can be amended. The amended Bylaws, which adds all named university vice presidents to the Board and removes all associate vice presidents, was presented to the Board at its last meeting held 03/28/13.

Dean Puri moved, Mr. Luna seconded and motion carried unanimously to approve the attached Bylaws amendment resolution.

F. **Resolution: Grant, CA Dept of Rehabilitation**
Prof. Walker moved, Mr. Rangel seconded and motion carried unanimously to approve the attached California Department of Rehabilitation grant resolution.

Mr. Rangel moved, Prof. Walker seconded and motion carried unanimously to approve the next two recurring, fiscal resolutions together.

G. **Resolution: Fiscal Account Authorization**

H. **Resolution: Sale of Stock Authorization**

I. **Resolution: Approval of Benefits**
Dean Puri moved, VP Eanes seconded and motion carried unanimously to approve the attached benefits resolution.

J. **Resolution: Approval of Budget**
Mr. Mumford reported that Board members were invited to a workshop to review the budget in more detail last month. The 2013-14 budget reflects (i) the new Starbucks addition in the Library which is projected to have $500K in sales; (ii) the purchase of Western States College of Law with a lease income of $1.4M; and (iii) the anticipated purchase of 1 and 3 Banting. The budget also includes a 3% salary pool for ASC staff.
Mr. Hall moved, Mr. Rangel seconded and motion carried unanimously to approve the attached budget resolution.

K. Resolution: Banting
Mr. Mumford said that the University wants a permanent presence in south county. This resolution proposes the purchase of properties known as 1 and 3 Banting. If the resolution is approved, the ASC will need to obtain financing from the Chancellor’s Office and conduct due diligence. While we planned to charge the same rental rates as College Park and College Park-West, Chancellor’s Office requirements will increase rent from $1.94/sf to $2.27/sf. If approved, this will go on the Board of Trustees agenda in July.

Prof. Guerin moved, Prof. Walker seconded and motion carried unanimously to approve the attached Banting purchase resolution.

VII. Reports
A. Sponsored Programs
Ms. Bell reported that this year we have 22% less federal award funds than last year. However, we received a NIH BRAD (Biomedical/Biobehavioral Research Administration) infrastructure grant that will hopefully produce more grant proposals from faculty. Part of this BRAD grant required her and AVP Dorota Huizinga to spend three weeks at NIH. Also, as of 07/01/13, in addition to administering external grants, ASC will administer internal grants.

B. Human Resources
Ms. Borromeo reported that ASC currently has over 900 employees, of whom 158 are full-time, 273 part-time and over 500 students. We have recently upgraded to, and successfully ran the last payroll on, the most current version of Bi-tech. In benefits, all plans will see an increase in costs.

C. 2013-14 Meeting Schedule
Mr. Mumford asked that Board members report any conflicts to the calendar for possible rescheduling.

VIII. Reminder
Next Board meeting: Thu 09/19/13

IX. Adjournment
Mr. Bremner adjourned the meeting at 8:00 p.m.

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Approved by the Board of Directors, September 19, 2013.

[Signature]
Robert C. Hall, Secretary
Present: Steve García, Bob Hall, Tariq Marji, Frank Mumford, Anil Puri, Ron Rangel.

Absent: Ted Bremner, Mildred García, Barry Pasternack.

Staff: Kim Ball, Denise Bell, Rosario Borromeo, Ann Ehl, Chuck Kissel, Tony Lynch, Mike Marcinkevicz.

I. CALL TO ORDER
Vice-chair Rangel called the meeting to order at 4:00 pm. Quorum was present.

II. APPROVAL OF MINUTES
Dean Puri moved, Mr. Hall seconded and motion carried to approve the minutes of the February 28, 2013 meeting of the ASC Board of Directors.

III. OFFICERS REPORTS

A. EXECUTIVE DIRECTOR
Mr. Mumford reported that the space planning committee for CP-West (Western State College of Law building) presented their recommendations to VPs Steve García and José Cruz. This same recommendation will now be forwarded to the President’s cabinet. Seismic requirements will have to be met before the campus can move in. For CP-South, we are awaiting the Chancellor’s Office to send out a market study before an RFQ is distributed to developers. We hope to send out the RFP this fall.

The purchase of 1 and 3 Banting was completed last week; seismic upgrade is still required for 1 Banting and move-in planned for summer 2014. Another possible purchase is University Plaza; we are in early discussions with the owner. On housing, the Housing Authority proposed a change to the University Heights Specific Plan to the Planning Commission; while the Planning Commission approved, it has since gone to the City Council which continued the matter to October.

B. TREASURER
Mr. Marji reported that year-end numbers are doing well. Highlights include (1) building operations variance of $454K, due in large part to the College Park property tax refund and an unbudgeted net income for CP-West; (2) general funds administrative operations variance of $612K, primarily due to a decrease in the post retirement obligation expense; and (3) Titan Shops variance of $566K, an increase of 35% over the previous year.
Additionally, investments also did well: last year, we ended the year with $7.8M and this year with $9.5M. We also have three audits at present: our annual audit by Guzman & Gray, one from the Chancellor’s Office for Sponsored Programs, and an EDD audit.

IV. ACTION ITEM: INVESTMENT SPENDING POLICY  
Presented at the June board meeting, the Investment Spending policy was modified as directed; the Executive Committee approved the amended policy.

V. REPORT: IT  
Mr. Marcinkevicz gave an update on the various IT projects that span the ASC. Some key projects include maintaining POS for six bookstore locations; building the POS for the new library Starbucks for campus dining; installing and providing training for the new Catertrax catering work order system; upgrading the sponsored programs reporting system; reworking the finance reporting system; and automating and streamlining the human resources reports and data.

VI. ANNOUNCEMENTS  
Board Meeting: Thu 09/19/13  
ExComm Retreat: Wed 09/25/13 – 09/27/13

VII. ADJOURNMENT  
Mr. Rangel adjourned the meeting at 4:50 p.m.

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Approved by the Executive Committee, October 17, 2013.

Robert C. Hall, Secretary
ASC BOARD OF DIRECTORS
Minutes – Regular Meeting
Titan Shops Conference Room / Senate Chambers
September 19, 2013 • 7:00 pm

Present: Chris Brown, Jose Cruz, Rosalina Davis, Bereneceea Eanes, Mildred García, Steve García, Lori Gentles, Bob Hall, Jane Han, Jonathan Leggett, Tariq Marji, Frank Mumford, Anil Puri, Ron Rangel, Greg Saks, Sean Walker.

Absent: Ted Bremner, Amir Dabirian, Diana Guerin, Theresa Harvey, Rohullah Latif, Zeke Luna, Barry Pasternack.

Staff: Kim Ball, Denise Bell, Rosario Borromeo, Ann Ehl, Chuck Kissel, Tony Lynch, Mike Marcinkevicz.

Guests: Brent Barnes, Patrick Guzman.

I. CALL TO ORDER
Vice-Chair Rangel called the meeting to order at 7:00 pm. Quorum was present. He welcomed new members VP Lori Gentles, Prof. Chris Brown, ASI Exec VP Jonathan Leggett.

II. APPROVAL OF MINUTES
Mr. Mumford moved, VP García seconded and motion carried to approve the minutes of the June 20, 2013 regular meeting of the ASC Board of Directors.

III. OFFICERS REPORTS

A. PRESIDENT
Pres. García welcomed new members to their first ASC Board meeting. She reported that CSUF had a very busy year, with last year’s priority being the WASC mandate to complete the strategic plan. The strategic plan was completed in six months; Town Hall had over 400 in attendance; OC Register features CSUF every Wednesday; and this year, we have over 38,000 students with 1700 new graduates and post-baccalaureates. Senior leadership met during the summer to plan the implementation of the strategic plan. We’ll also be hiring 133 new faculty over the next two years.

The four goals of the strategic plan are to (1) develop and maintain a curricular and co-curricular environment that prepares students for participation in a global society and is responsive to workforce needs; (2) improve student persistence, increase graduation rates University-wide, and narrow the achievement gap for underrepresented students; (3) recruit and retain a high-quality and diverse faculty and staff; and (4) increase revenue through fundraising, entrepreneurial activities, grants and contracts.
B. **EXECUTIVE DIRECTOR**
Mr. Mumford reported that at College Park (CP) West, the space planning committee made their recommendations to the VPs. It appears that the current tenants will remain through the end of their three-year lease. At CP South, a market demand study was completed, resulting in the recommendation of a 640-1300+ bed facility. This project will require CSU Board of Trustees approval before a request for proposals go out. At Irvine campus, this Board approved the mechanism to purchase 1 and 3 Banting in June. The purchase was completed last month (August) and seismic upgrade is expected to be completed by summer 2014. We are currently in discussions with the owner of University Plaza (“Pennysaver building”) about a possible purchase. If we move forward, this will need both the President’s and the CSU Board of Trustees approvals.

Regarding the Housing Authority, it proposed a changed to the specific plan which was approved by the Fullerton Planning Commission, but was tabled by the City Council at their August meeting.

C. **TREASURER**
Mr. Marji reported that General Fund (Administration, Grants & Contracts), Auxiliary Enterprises (Bookstore, Campus Dining and Building Fund) combined activities generated a net income (loss) of ($108K), resulting in a budget variance of $128K for 07/31/13. Revenues during this period were $3.2M and expenses were $3.3M.

Mr. Marji introduced Guzman & Gray auditors Patrick Guzman (CPA) and Brent Barnes who discussed the audit.

IV. **ACTION ITEMS**

A. **POLICY: INVESTMENT SPENDING**
Mr. Hall moved, Ms. Davis seconded and motion carried unanimously to approve the Investment Spending policy (attached). This policy was initially proposed for approval at the 06/20/13 Board meeting; today’s version incorporates Board-recommended changes from the June meeting.

B. **RESOLUTION: AUDIT ACCEPTANCE**
VP García moved, Prof. Brown seconded and motion carried unanimously to approve the 2012-13 ASC Audit Acceptance resolution (attached).

V. **REPORTS**

A. **CSUF RESEARCH INITIATIVES**
Provost Cruz reported that they are creating an infrastructure to promote faculty research. AVP Graduate Programs and Research has been restructured and Shari McMahon, who was appointed its AVP, is busy working to scale up the organization to meet goals. Specifically, we will develop cohort-based activities by leveraging existing resources. Our $8M investment in research will be leveraged to produce a bigger return.
B. **CAMPUS DINING**
   Mr. Lynch reported that CSUF is the test site for most of the on-campus franchises. A recent survey may result in the campus Baja Fresh becoming the first location to offer a “build your own” menu. After two months of construction, the Pollak Library welcomed a second campus Starbucks which created 40 student jobs. Campus Dining’s OC Choice is working with University Advancement to provide catering for the upcoming Concert Under the Stars.

C. **TITAN SHOPS**
   Ms. Ball reported that it currently has 23 full-time employees, of whom 18 are CSUF graduates who started working as students. The Back-to-Schools sales are up almost 6% over last year, with an increase in gear and gift merchandise. Textbook rental program continues to grow from two titles in 2005 to 2000 titles this year. Next week, Titan Tech will have a grand opening for its Service Center that will provide repair service and a trade-in program. The major focus of bookstore operations this year will be to identify an inventory control and point of sales systems to be more efficient and competitive in the marketplace.

D. **CONFLICT OF INTEREST STATEMENTS**
   Mr. Mumford asked that Board members sign the annual conflict of interest statements.

VI. **ANNOUNCEMENTS**
   The next Board meeting is scheduled for Thu 12/12/13.

VII. **ADJOURNMENT**
   Vice-Chair Rangel adjourned the meeting at 8:15 p.m.

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*Approved by the Board of Directors, December 12, 2013.*

[Signature]

Robert C. Hall, Secretary
ASC EXECUTIVE COMMITTEE
Minutes – Regular Meeting
ASC Conference Room @ CP 250
October 17, 2013 • 4:00 pm

Present:  Ted Bremner, Steve García, Bob Hall, Tariq Marji, Frank Mumford, Ron Rangel.
Absent:  Mildred García, Barry Pasternack, Anil Puri.
Staff:  Rosario Borromeo, Ann Ehl, Tony Lynch.

I. Call to Order
Chair Bremner called the meeting to order at 4:08 pm. Quorum was present.

II. APPROVAL OF MINUTES
Mr. Marji moved, Mr. Rangel seconded and motion carried to approve the minutes of the
08/15/13 meeting of the ASC Board of Directors.

III. OFFICERS REPORTS

A. EXECUTIVE DIRECTOR
Mr. Mumford reported that the College Park South concept received Chancellor’s
Office approval to be presented to the Board of Trustees (BOT) at their November
meeting. Once the BOT approves the project, an RFP will be ready for immediate
release. At Banting, a seismic review was completed and an upgrade is expected to
be done by summer 2014. The ASC is currently in discussions to purchase
University Plaza (Pennysaver building). The purchase will be contingent upon
approvals by the President and the BOT.

With the recent death of a long-time employee, we realized that the benefits policies
require an update. At present, there are no provisions to cover employees who are
eligible for retirement benefits but die while still employed. At the next meeting, we
will propose changes so that those who meet employment age and years of service
requirements will have their retirement benefits provided to eligible dependents. The
policy will also update the sick leave accrual payout for those who are eligible, to a
maximum of $20,000.

Finally, the Housing Authority proposed changes to the Specific Plan which was
tabled by the City Council at their August meeting until their next meeting in
October. We are still working through issues to sell the University Heights property
to a third party.

B. TREASURER
Mr. Marji reported that General Fund (Administration, Grants & Contracts), Auxiliary Enterprises (Bookstore, Campus Dining) and Building Fund combined activities generated a net income of $388K, resulting in a budget variance of $41K for 08/30/13. Revenues during this period were $10.3M and expenses were $9.3M.

IV. **ACTION ITEM: RESOLUTION, VEBA TRUST FUNDING**
Mr. Rangel moved, VP García seconded and motion carried unanimously to approve the Funding Post Retirement Benefit Obligation resolution (attached).

V. **ANNOUNCEMENTS**
Next ExComm meeting: Thu 11/14/13

Next Board meeting: Thu 12/12/13

VI. **ADJOURNMENT**
Mr. Bremner adjourned the meeting at 4:40 p.m.

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_Approved by the Executive Committee, November 14, 2013._

[Signature]
Robert C. Hall, Secretary
ASC EXECUTIVE COMMITTEE
Minutes – Regular Meeting
ASC Conference Room @ CP 250
November 14, 2013 • 4:00 pm

Present: Ted Bremner, Steve García, Bob Hall, Tariq Marji, Frank Mumford, Barry Pasternack, Anil Puri, Ron Rangel.

Absent: Pres. Mildred García.

Staff: Kim Ball, Rosario Borromeo, Ann Ehl, Chuck Kissel, Tony Lynch, Mike Marcinkevicz.

I. Call to Order
Chair Bremner called the meeting to order at 4:05 pm. Quorum was present.

II. APPROVAL OF MINUTES
Mr. Mumford moved, Mr. Hall seconded and motion carried to approve the minutes of the October 17, 2013 regular meeting of the ASC Executive Committee.

III. OFFICERS REPORTS

A. TREASURER
Mr. Marji reported that General Fund (Administration, Grants & Contracts), Building Fund and Auxiliary Enterprises (Bookstore, Campus Dining) combined activities generated a net income of $835K, resulting in a budget variance of $396K for 09/30/13. Revenues during this period were $15.8M and expenses were $13.6M.

B. EXECUTIVE DIRECTOR
Mr. Mumford reported that College Park (CP) South was scheduled for the November Board of Trustees meeting, but was pulled indefinitely. With CP West and Banting 1, structural engineers are currently working on seismic upgrade plans. Regarding University Plaza (“Pennysaver building”), we are still working on its potential purchase that is contingent upon both President García’s and the CSU Board of Trustees approvals.

The Housing Authority offered to cancel the landlease and grant University Heights (UH) homeowners fee-simple on the land; the homeowners are contesting certain parts of the transaction. Additionally, the Specific Plan amendment which went before Fullerton City Council was tabled from 08/06/13, to 10/15/13, to 11/05/13 and again to 12/03/13. Prof. Pasternack asked for an analysis to be done as to the current value of the properties at University Heights prior to finalizing the sale agreement.

IV. ACTION ITEMS
A. **Policy: Updated Retirement Benefits**
   Dean Puri moved, Prof. Pasternack seconded and motion carried unanimously to approve the amended Retirement Benefits policy (attached).

B. **Resolution: Financing of Purchase of Real Property**
   VP García moved, Prof. Pasternack seconded and motion carried unanimously to approve the Approval to Finance the Purchase of Real Property resolution (attached).

V. **Announcements**
Next Board meeting: Thu 12/12/13

Next ExComm meeting: Thu 01/16/14

VI. **Adjournment**
Mr. Bremner adjourned the meeting at 5:00 p.m.

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*Approved by the Executive Committee, January 16, 2014.*

Robert C. Hall, Secretary
ASC BOARD OF DIRECTORS
Minutes – Annual Meeting
Titan Shops Conference Room / Senate Chambers
December 12, 2013 • 7:00 pm

Present: Ted Bremner, Chris Brown, Jose Cruz, Amir Dabirian, Steve García, Lori Gentles, Diana Guerin, Jane Han, Theresa Harvey, Jonathan Leggett, Zeke Luna, Tariq Marji, Frank Mumford, Barry Pasternack, Ron Rangel, Greg Saks.

Absent: Rosalina Davis, Berenecea Eanes, Mildred García, Bob Hall, Rohullah Latif, Anil Puri, Sean Walker.

Staff: Kim Ball, Rosario Borromeo, Ann Ehl, Chuck Kissel, Tony Lynch, Mike Marcinkevicz.

I. CALL TO ORDER
Chair Bremner called the meeting to order at 7:06 pm. Quorum was present.

II. ELECTIONS
Mr. Rangel, on behalf of the nominations committee, reported that the following officers were nominated to continue another term ending 12/31/14:

Chair:......................................Ted Bremner
Vice-chair:..............................Ron Rangel
Secretary: ...............................Bob Hall
Treasurer/Asst Secretary: .......Tariq Marji
Executive Director: ................Frank Mumford

He also asked for nominations from the floor; there were none. Prof. Brown moved, Mr. Luna seconded and motion carried to accept this slate of officers. Approval was unanimous.

The nominations committee also submitted the following Board members to serve on the Executive Committee for another one-year term:

Barry Pasternack Anil Puri

Mr. Rangel asked for nominations from the floor; there were none. Mr. Luna moved, Ms. Harvey seconded and motion carried. Approval was unanimous. Prof. Pasternack and Dean Puri will serve one-year terms expiring 12/31/14 on the Executive Committee.

III. APPROVAL OF MINUTES
Mr. Mumford moved, Mr. Rangel seconded and motion carried to approve the minutes of the 09/19/13 regular meeting of the ASC Board of Directors.
IV. **OFFICERS REPORTS**

**A. PRESIDENT**

There was no report.

**B. TREASURER**

Mr. Marji reported that general (administration, grants & contracts) and building funds and Auxiliary enterprises (bookstore, campus dining) combined generated a net income of $977K with a variance of $344K as of 10/31/13. ASC’s revenues for this period was $19.9M with expenses of $17.4M.

As of 06/30/13, the ASC’s post-retirement benefit obligation was $8.1M. Thus far, we have funded $1.8M (22%) leaving an unfunded balance of $6.3M. We plan to contribute a minimum of $750K annually until fully funded (approximately nine years).

Last year, the Board approved a reserve policy for ASC. At 06/30/13, we had $22M in fund balance, of which $7.8M was already allocated to reserve in prior years. Not considering designated funds ($2M) and campus program operations ($7M) left us with $5.2M. This amount was allocated to reserve in September based on the reserve policy, thereby netting an unfunded reserve of $1.1M. The Investment Committee also met in November and found that (1) investment managers did not have enough flexibility to move from one market segment to the next (e.g., from the bond market to cash, to avoid a possible crash) and (2) the asset allocation range needs to be adjusted to provide flexibility. With that, the range for cash equivalents was adjusted from 0-20% to 0-35%.

**C. EXECUTIVE DIRECTOR**

Mr. Mumford reported that Phase I (of II) of College Park Walkway was completed in early 2013, which greatly improved vehicular/pedestrian safety and created a Nutwood Café dining/study area. Once approval is received from President Garcia, we hope to begin Phase II to bring the area in compliance with fire codes and regulations. At College Park West, structural engineering completed the seismic upgrade report and is awaiting campus review. This upgrade is expected to be completed by summer 2014 if begun promptly. At Irvine campus, structural engineering is about to begin seismic review; as with CP West, work is expected to be conducted while occupied. Discussions continue regarding University Plaza. While its purchase is no longer an option, we are in negotiations regarding leasing due to space needs.

With the Housing Authority, we are still moving forward with the sale of University Heights and the dissolution of the Housing Authority. Recently, Chuck Kissel chaired a committee of campus groups on pouring rights. This committee was represented by the ASC, ASI, University Advancement and Athletics. They gave their recommendation to the President and await her response.
VP García added that phase two of CP will be dependent upon finding additional parking spaces that will be lost during construction.

V. ACTION ITEMS

A. RATIFICATION: VEBA FUNDING
VP García moved, VP Dabirian seconded and motion carried unanimously to ratify the attached Funding Post Retirement Obligation resolution.

B. RESOLUTION: BUDGET AMENDMENT
Mr. Mumford reported that the budget has a couple significant changes to warrant the amendment. The changes include the $30M Banting purchase, phase two of College Park depreciation and El Dorado Ranch operations (inclusive of maintenance).

Ms. Harvey moved, VP Saks seconded and motion carried unanimously to approve the FY 2014 Operating and Capital Budget Amendment resolution.

VI. ANNOUNCEMENTS
Next Board meeting: Thu 03/13/14 @ Irvine Campus

VII. ADJOURNMENT
Mr. Bremner adjourned the meeting at 8:00 p.m.

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Approved by the Board of Directors, March 17, 2014.

Robert C. Hall, Secretary