

# **ASC EXECUTIVE COMMITTEE**

Minutes – Regular Meeting via Zoom May 27, 2021 • 4:00 pm

- Present: Ron Coley, Amir Dabirian, Bob Hall, Chuck Kissel, Sean Walker.
- Absent: Rosalina Davis, Theresa Harvey.
- **Staff:** Kim Ball, Raul Castaneda, Sydney Dawes, Cindy Dowling, Ann Ehl, Hee Joon Kang, Tony Lynch, Mike Marcinkevicz.
- I. <u>CALL TO ORDER</u> Chair Bob Hall called the meeting to order at 4:04 pm.
- II. <u>INTRODUCTION: VP ADMIN & FINANCE/CFO, TREASURER RON COLEY</u> Mr. Hall introduced interim VP Administration & Finance/CFO Ron Coley who is, as exofficio, ASC Treasurer. VP Coley served most recently as interim vice president of administration at CSU Dominguez Hills, vice chancellor of business & administrative services at UC Riverside, and associate vice chancellor of business & administrative services at UC Berkeley. He's also a retired USMC Lieutenant Colonel who received his MBA from Wharton School of Business and his BS from Drexel University.

#### III. APPROVAL OF MINUTES

A. <u>11/19/20 MEETING</u>

Prof. Walker moved, VP Dabirian seconded and motion carried to approve the minutes of the November 19, 2020 ASC Executive Committee meeting; VP Coley abstained.

B. 04/29/21 MEETING

VP Dabirian moved, Prof. Walker seconded and motion carried to approve the minutes of the April 29, 2021 ASC Executive Committee meeting; VP Coley abstained.

## IV. <u>PUBLIC COMMENT</u>

There was no public comment.

V. EXECUTIVE DIRECTOR & FINANCIAL REPORTS

Mr. Kissel reported that nearly all of Campus Dining staff was furloughed 100% during the pandemic; all but one will return. Campus Dining plans to hire part-time staff as campus returns to normal. The impact of minimum wage increase from \$14/hr to \$15/hr in January 2022 will cost ASC approximately \$125K.

On 06/14/21, ASC expects to close escrow on Tucker Wildlife Sanctuary (Tucker) which was donated to CSUF in 1968. ASC operated the 12 acre property in Silverado Canyon until

December 2020. The property's use is restricted, meaning that it cannot be developed. VP Coley asked if the Chancellor's Office was contacted regarding the availability and use of Tucker by other CSU campuses; Mr. Kissel replied that due to the conditional deed, the property reverts back to the Audubon Society, adding that VP Greg Saks was brought in to provide possible entities to assist the Audubon Society operate the property.

As far as ASC's internal review, six recommendations remain of which two are campus related. One of those two is to address Presidential Directive 1 (alcohol policy). The remaining four are in final stages of closing and expected to close by June.

For the period ending 04/30/21, ASC has a total net surplus of \$18M, most which are proceeds from the sale of Irvine Campus; without that, total net surplus would have estimated \$500K. ASC has a negative variance in Campus Dining of (\$400k). As campus reopens, ASC will retrain current staff and additional hires. VP Coley asked if CARES funding could apply to the losses sustained here; Mr. Kissel replied that ASC requested from campus but was denied. ASC also manages University Gables' reserve fund along with the charitable remainder trust which will expire in June and then transfer to Philanthropic.

## VI. <u>ACTION ITEMS:</u>

- A. <u>RESOLUTION: TUCKER WILDLIFE SANCTUARY</u> **Prof Walker moved, VP Dabirian seconded and motion carried to approve the resolution for the Sale of Tucker Wildlife Sanctuary.**
- B. <u>New Designated Fund Account</u>

VP Dabirian moved, Prof. Walker seconded and motion carried to approve and direct ASC management to create a new designated fund account, on behalf of the President, for University Services contributions when real property equity proceeds are involved.

Mr. Kissel explained that the sale of Irvine Campus at Banting resulted in proceeds that the President's office wished to keep separate from normal operating funds in existing designated fund accounts. Per ASC Policies #125, University Services and #101, Administrative Fees, these funds are to only be placed in a designated account for the President and set up with Board approval.

## VII. DISCUSSION ITEM: FY 20/21 BUDGET, SECOND DRAFT

As detailed in the budget discussion, the major changes this draft incorporates are (i) a \$10,000 increase to the travel line; (ii) Titan Shops tech sales moved from FY 21/22 to FY 20/21; (iii) an increase in Campus Dining sales by \$490K; and (iv) an increase in Titan Shops general merchandise sales by \$68K.

#### VIII. <u>Reminders</u>

▶ Board meeting: Mon 06/28/21, 3:30 pm

## IX. <u>Adjournment</u>

Mr. Hall adjourned the meeting at 5:20 pm.

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Approved by the Executive Committee, November 18, 2021.

Rosalina Davis, Secretary