

UEC Board of Directors Meeting

Friday, February 24, 2023– 3:00 P.M.

Minutes

MEMBERS PRESENT: Tomás Morales, Sam Sudhakar, Rafik Mohammed, Robert Nava, Dorothy Chen-Maynard, Valerie Zellmer, Taewon Yang, Jeremy Dodsworth, Juan Herrera, Paola Galvez, Alexandra Thambi

MEMBERS ABSENT: Paz Olivérez, Jennifer Sorenson, William Stevenson, Destiny Shavers, Doug Freer

STAFF PRESENT: John Griffin, Paulina Tagle, Diane Trujillo, Dorota Huizinga, Michelle Mondorf, Jesse Felix

GUESTS PRESENT:

CALL TO ORDER

Board Chair, Dr. Sam Sudhakar, called the meeting to order at 3:04 P.M.

This meeting was conducted via Zoom.

I. APPROVAL OF MINUTES- ACTION ITEM

The minutes of the September 23, 2022, UEC Board of Directors meeting were approved as presented.

Board Approved. (Chen-Maynard/Yang/Unanimous)

II. PRESIDENT'S REPORT

President Tomás D. Morales provided campus update.

III. EXECUTIVE DIRECTOR'S REPORT

Executive Director, John Griffin, provided operational highlights -

- Chartwells facing many challenges this year including the flood, lower student enrollment, many classes conducted virtually. Need to discuss future options & strategy for the next agreement.
- All buildings impacted by the flood are fully open. Insurance claim filed for flood related business interruptions; reimbursement ~\$40,000 after deductible. Negotiated \$35,000 rent relief from Student Union.

- The bookstore is showing strong sales and receiving positive feedback.
- Wild Blue Sushi and Absurd Bird opening delayed due to equipment repairs. To be reassessed mid-March.
- Panda Express should begin construction this summer and open for fall semester.
- Working with Einstein Bros. Bagel to finish new Express concept for customers only purchasing regular coffee and bagel or Grab 'N Go items. Open for fall semester.
- UEC will continue food truck service at PDC for spring semester. Continued partnership with ASI with promotions and products for student events.
- Explored investment opportunity with Citizen's Bank to add a high yield money market account to the current operating checking account. This move will generate additional income. Current short-term investment yield in CSU SWIFT account is less than .005%.
- \$492,000 HEERF reimbursement received. Program ends this year.

IV. FINANCIAL REPORT

John Griffin presented the year-to-date financial statements as of December 31st, 2022. Total revenue category is tracking better than budget with Sponsored Programs indirect cost recovery almost \$2.1 million. Could be a new record this year. Total expenses are also tracking close to budget.

V. OFFICE OF ACADEMIC RESEARCH

Dr. Dorota Huizinga, Associate Provost for Research and Dean of Graduate Studies, spoke about finalizing the NIH grant and planning for the sixth annual Research Week April 10-14th.

Diane Trujillo provided SPA information from the Pre-Award and Post-Award Departments -

- For the six-month period from July 1- December 31, 2022, the Pre-Award Dept. submitted approx. \$55 million in proposals. Awards were \$35 million.
- SPA (Post Award) shows comparison of total expenditures for FY 21/22 = \$14,599,450 to FY 22-23 = \$15,805,472. Staffing back up to pre covid levels.

VI. PROPOSED REVISIONS TO UEC CORPORATE BYLAWS – ACTION ITEM

Per the recommendation of a recent campus review, UEC was asked to add a Sponsored Programs Administration (SPA) Director position to the Board. In addition to this request, a new Vice President of Human Resources position was created which requires a change to the Bylaws. The Executive Director led a discussion on whether the new SPA Director position might fill the vacant Community Director position or should a new Director position be added. The Board voted to keep the four Community Director positions, create a new SPA Director position, and add one additional Vice President Director position for a new total of 19 Board members. The Board voted to authorize the Executive Director to work with UEC legal counsel to update the Bylaws and bring the updated version to the May 12th Board meeting for approval. President Morales mentioned establishing a sub-committee to fill the vacant Community Director position.

Board Approved. (Morales/Yang/Unanimous)

VII. BOARD RESOLUTION FOR CHILDREN'S CENTER – ACTION ITEM

Executive Director, John Griffin, presented a board resolution for the Children's Center. This board resolution was requested by the California Department of Social Services, the primary funding agency for the Children's Center. The board resolution grants signing authority to the UEC Executive Director.

Board Approved. (Chen-Maynard/ Yang/Unanimous)

VIII. PUBLIC COMMENTS & ANNOUNCEMENTS

There were no public comments or announcements.

ADJOURNMENT

The meeting was adjourned at 4:07 P.M.

Approved by the UEC Board of Directors

Samuel Sudhakar

Dr. Sam Sudhakar, Board Chair