

Thursday, December 16, 2021

3:00 PM to 5:00 PM

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### **BOARD OF DIRECTORS MEETING MINUTES**

**Members Present:** President Thomas Parham, Tranitra Avery, Nicole Enearu, Dr. William Franklin, David Gamboa, Jerome Groomes, Del Huff, Dr. Philip LaPolt, Jonathan Molina Mancio, Dr. Thomas Norman, Dr. Michael Spagna, Dana Ward, Deborah Wallace, and Pat West

**Members Absent:** Cornelia Brentano and Alan Caldwell

**Guests:** Djeneba Ahouansou (Associated Students, Inc.), Kelvin Blunt (CSUDH Foundation), Brian Bonvechio (Merrill Lynch), Jonathan Canton (CSUDH Foundation), Amanda Dodd (CSUDH Foundation), Jinna Matzen (CSUDH Foundation), Theresa Morrison (CSUDH Foundation), Nnamdi Okafor (Office of the President), Andrea Ratoza (Merrill Lynch), Cherisse Ross (CSUDH Foundation), Dr. Sheree Schrager (Graduate Studies and Research), and Rasheedah Shakoor (Associated Students, Inc.)

I. Roll Call

II. Call to Order – Del Huff

Meeting called to order at 3:06 P.M.

III. Approval of Meeting Agenda

Ivey moved, and Gamboa seconded. Motion carried.

IV. Approval of Previous Meeting Minutes

a) September 23, 2021

Ivey moved, and LaPolt seconded. Motion Carried. Parham abstained.

b) October 1, 2021 (Ad Hoc Board Meeting)

Enearu moved, and Ivey seconded. Motion Carried. Parham abstained.

c) Public Comment

No one was present to represent the public.

## V. University President's Report – President Thomas Parham

Parham reported that the New Building Grand Openings event on October 15 was a huge success, and that it was a collective all-hands on deck function. He expressed gratitude to CSUDH teams for their joint efforts, and expressed appreciation for everyone's willingness to participate in the grand openings.

Parham reported that he recently traveled to Washington, D.C. with Scott Barrett, Vice President of University Advancement, and David Gamboa, VP of External Relations and Parham's Interim Chief of Staff. Parham added that they visited Capitol Hill, the executive office building of the Vice President and the White House, where one of their meetings was held.

Parham referenced recent headlines regarding Build Back Better initiatives that are likely to pass in the Congress, and will include a number of resources coming to states, then further distributed to counties, and cities. Parham noted that Build Back Better's infrastructure build back will include affordable housing, include transportation, and infrastructure for technology.

Parham reported that his role in the White House meeting, on behalf of not only CSU and but also CSUDH, was to press the case that instead of Congress simply earmarking and allocating resources to states to distribute to cities and counties, the White House should consider providing earmarks for campuses like ours who could use affordable housing; could use transportation infrastructure to put up public transportation hubs for buses to come to, or close to, our campus; and to help us continue our progress in terms of upgrading our digital infrastructure and sophistication.

Parham reported that the team also met with the White House's Office of Public Engagement, where the team provided them with a picture of then Senator Joe Biden from Delaware, when he was on-campus in 1977. Parham stated that he pressed the case that we invite President Biden, in letter and personally, to visit the Dominguez Hills campus 45 years later to complete that circle. Parham thanked Barrett and Gamboa for accompanying him to D.C.

Parham stated, on the notion of academic excellence, that every time we turn around, one of our academic units raises the standard and threshold by going for accreditation, the gold standard of academic excellence and compliance with standards that such associations have. Parham reported that we recently receive a favorable review for our program in Journalism, though we do not know the outcome yet, but follows what we've done with our Business, Music, and Nursing programs.

Parham provided an update on the campus repopulation plan, with acute awareness of the trauma that many of our communities of color suffered during the COVID-19 pandemic. Rather than repopulating the campus back at a pace that everybody was insistent on coming back in full, we allowed our faculty and, in particular, our students to come back at a more gradual pace.

Parham reported that during the Fall 2021 semester, we were only 27% repopulated and 73% virtual. Parham thanked Avery, Wallace, and others for opening some auxiliary enterprises to make sure that we have food and other accommodations available for students who are on campus.

Parham stated that for the Spring 2022 semester, his directive is for an 80% minimum repopulation and that by January 2022, the staff will be 100% on-campus, unless otherwise approved to work virtually. He added that faculty and students will be at a minimum of 80% threshold as we try to repopulate the campus.

Parham stated that he qualifies this goal with one asterisk: that the health and safety of the campus community remains our North Star, along with a twin North Star of academic success.

Parham added that we will monitor what's going on with the Omicron variant, and that we are in consultation with public health officials at CDC, state OSHA, and the County of Los Angeles's Department of Public Health to determine if our plans need to change to bolster protection against the Omicron variant, and keep the campus posted through regular messaging. He stated that the best protection is to be vaccinated; to get booster shots; continue to wear masks; follow hand sanitizing protocols; and engage in a rigorous testing program that is currently available a couple of days a week.

Lastly, Parham provided an update regarding the Dining request for proposal (RFP) to take on our campus dining contracts. Parham stated that we were part of a four-campus consortium that included Humboldt University, Cal Poly San Luis Obispo, and CSU Fullerton, and that we reviewed bids from three vendors to determine who can take over the dining functions we currently have, as well as in the future when we build the new dining hall.

Parham noted that the vendors presented some interesting proposals, but there were things that happened process-wise that he was a little less comfortable with, though it was not a commentary on the vendors as much as the process dynamics and the team up north who were managing the RFP, with oversight from Chancellor's Office.

Parham reported that since we had flexibility to opt out, we did not sign onto that RFP. He added that we were in the midst of putting out our own dining RFP to invite similar vendors and others to compete for our business in a very upstanding way. He concluded his report by stating that we look forward to having a new vendor to manage our dining contracts, going forward.

#### VI. Executive Director Report – Tranitra Avery

Avery reported that the landscape of university auxiliary services is constantly evolving, and that this concept must remain top-of-mind as advisors of Foundation. She noted that transformative ideas are necessary to support the development of state-of-the-art facilities at CSUDH. She added that if we do not advance, we stagnate, and the latter scenario is not an option for us at CSUDH.

Avery report that the Foundation team will continue to enhance processes and support partners through effective listening and thoughtful advisement, as our colleagues from the university finalize the strategic plan which will serve as our blueprint on how to move forward as an organization.

She noted that we must be mindful of how we're doing business here, including effective partnerships that understand and support the strategic growth of the university. She added that we must assure those around us that this is not the CSUDH of the past, and that we are here to be change agents to better support our students and the community in which we call home.

Avery reported that rebranding the Foundation is an important step for our organization, especially during a time of extreme change for our campus community. She added that one enhancement such a rebranding will bring to Foundation is further clarity to who we are and what we do.

Avery stated that for several years, employees of the organization understood their responsibilities, but have been required to explain that as auxiliary services, Foundation provides a stewardship of institutional assets and resources versus our partners from the Philanthropic Foundation, who are successfully promoting the advancement of CSUDH.

Avery reported that she has been in discussions with brand strategists near and far, and that one of those strategists easily identified Foundation's possibilities, and how we can create content to highlight the thriving programs that have a significant impact in research and leadership development.

Avery stated that the goal is to establish visual content to highlight programs we support; enhance the customer experience; share valuable content effectively through communication efforts; and highlight the creative minds behind it all. She added that our brand is a tool which tells our story and reflect what it is we do here at CSUDH, and that a rebrand requires time and effort that the Foundation staff does not have, due to their diligent efforts to service our campus partners.

Avery stated that for our organization, it all started here with the Board a year ago when they deciding to entrust Avery with leading the amazing Foundation staff gathered by her predecessor. Avery added that with the staff's vision and wealth of knowledge, we appreciate the advisement and access to valuable resources that each Board member provides.

Avery concluded her report by updating the Board on Foundation's impending move into their new workspace in Cain Library, and that the move has been further delayed by shipping backups at big U.S. ports, including the Port of Long Beach. Avery reported that Foundation's staff are still working virtually, save for a satellite office in Welch Hall for customary functions performed by Human Resources, Payroll, and Accounts Payable, respectively.

## VII. Financial Reports

### a) Investment Review, as of November 30, 2021

Bonvechio reviewed a presentation with the Board on the current climate of market investments and how the Foundation's portfolio is performing. Items discussed included asset classes and money-weighted rate of return by period.

### b) Statement of Operations, as of October 31, 2021

Ross provided the financial reports in the Board packet, which comprised the Statement of Operations. Ross reviewed the reports with the Board. The Board held discussion on increased research submissions.

Morrison reported on the status of amending the Reserves Policy and the FY 2022 budget, respectively, as requested previously by the Board. Morrison suggested that the Board review the reserves policy and FY 2022 budget in one of their remaining business meetings in FY 2022, to allow time for Morrison to familiarize herself with the Reserves Policy and FY 2022 budget, given that she is still new to Foundation.

Huff motioned to review the amended Policy at the next Board business meeting on March 24, 2022. Ward moved, and Parham seconded. Motion Carried.

Further, Huff motioned to review the FY 2022 and FY 2023 budgets at the Board business meeting on June 16, 2022. Norman moved, and Ivey seconded. Motion Carried.

VIII. Informational Item

a) Update on Infant Toddler Development Center (ITDC)

Shakoor reported on the sublease memorandum of understanding (MOU) between ASI and Foundation for ITDC space, and that ASI is in the process of transferring the ITDC license to ASI Children's Center's license. ASI's goal is to develop stronger observation and practicum programs for CSUDH students, in collaboration with College of Health, Human Services and

Nursing (CHHSN) and the College of Education (COE).

Shakoor reported that the classroom sharing entrance to ASI Children's Center is now a science, technology, engineering, and mathematics (STEM) room. ASI is finalizing the interview process for a Program Director. Faculty from COE and College of Health and Human Services (CHHS) are on the search committee for the Program Director role. Shakoor added that the Marketing Plan is in process to increase enrollment for Spring 2022 and Fall 2022, and include children between 18 and 36 months by Fall 2022.

IX. Discussion Topic

a) 2022 Board Retreat

Huff proposed that the Board of Directors convene for an in-person Board retreat. She stated that this would be the Board's first opportunity to meet in-person since December 2019. She added that the Board has not held a retreat in over six years, and that it is a perfect time now that we have newer Board members and a fully staffed Foundation.

Huff led a discussion to determine a date for the retreat, proposing that the Board retreat be held on Friday, March 25. It was suggested that the retreat be held on-campus so that the Board can visit Foundation-related entities.

Huff moved that the Board of Directors Retreat be held on Friday, March 25, 2022, and to virtually meet as previously scheduled on Thursday, March 24, 2022, to cover Board business.

Ivey moved, and Norman seconded. Motion Carried.

X. Action Items

a) Resolution FY2122-01: Approval of Revisions to Article IX of the Bylaws

Norman moved, and Ivey seconded. Motion Carried.

b) Other Items

None

c) Adjournment

Gamboa moved to adjourn and Norman seconded. Motion Carried.

Meeting adjourned at 5:05 P.M.