

ASC BOARD OF DIRECTORS

Minutes – Regular Meeting

Arboretum Classrooms

March 24, 2016 • 7:00 pm

Present: Michael Badal, Ted Bremner, Gail Brooks, Chris Brown, Jose Cruz, Amir Dabirian, Rosalina Davis, Berenecea Eanes, Mildred García, Bob Hall, Theresa Harvey, Katy Johnson, Danny Kim, Zeke Luna, Tariq Marji, Frank Mumford, Anil Puri, Ron Rangel, Laura Romine, Sean Walker.

Absent: Emily Bonney, Olga Mejia, Greg Saks.

Staff: Jim Alexander, Denise Bell, Rosario Borromeo, Ann Camp, Ann Ehl, Chuck Kissel, Tony Lynch, Peter Poon.

I. CALL TO ORDER

Chair Bremner called the meeting to order at 7:05 pm. Quorum was present.

II. APPROVAL OF MINUTES

Prof. Brown moved, Prof. Walker seconded and motion carried to approve the minutes of the December 17, 2015 meeting of the ASC Board of Directors.

III. PRESIDENT’S REPORT

Pres. García reported that recent enrollment was over 38,000; the highest headcount ever for the spring semester. Female enrollment is at 56%, Latinos at 37% and we are ranked 10th for graduation rates for African-American students. Alum Kevin Costner joined Titans for dinner on 01/29/16 to raise funds for baseball, on 02/10/16 we opened the first graduate student success center, followed by Chancellor White’s visit on 02/16/16. On ‘Super Sunday’ President Garcia and others spoke at various churches on the importance of higher education and college degrees. On 03/07/16 she gave welcoming remarks at the Education Trust which she co-chairs with Provost Jose Cruz. This year’s commencement keynote are Maria Elena Salinas and Debora Voigt, with Salinas receiving an honorary doctorate.

IV. OFFICERS REPORTS

A. TREASURER

Tariq Marji reported that General Fund (Administration, Grants & Contracts), Auxiliary Enterprises (Bookstore, Campus Dining) and Building Fund combined activities generated a net income of \$1.3M, resulting in a budget variance of (\$212K) for 02/29/16. Revenues during this period were \$48.25M and expenses were \$48.85M. Guzman and Gray, ASC’s CPAs for the last few years have just completed their term and the Audit Committee is reviewing new firms, with a selection to be determined at tomorrow’s meeting. The Audit Committee is chaired by Ron Rangel, with Michael Badal and Laura Romine also serving on the committee. Mr. Marji previously

distributed Form 990 to Board members, addressed any questions/concerns and informed them that the Form was sent to the IRS. Lastly, the workshop to cover the 2016-17 budget in some detail is scheduled for 05/19/16.

B. EXECUTIVE DIRECTOR

Frank Mumford reported that Western State College of Law is now at 1 Banting. The original move-in was scheduled for December, but was postponed until their Spring Break last week. College Park-West is currently undergoing tenant improvements, with University Extended Education moving into the four-story building later this year and ASC moving into the two-story (formerly the law library) building in July. ASC's Sponsored Programs along with campus research entities (Office of Research Development, Office of Grants & Contracts and Center for Demographic Research) will all move to the second floor of the two-story building to create a centralized research location. Our September ASC Board meeting will be held at the new location. At College Park, there is new signage on the east side of the 10-story building which is visible from the freeway.

The CSU Board of Trustees approved the development of College Park-South and an RFP was subsequently distributed to five developers who had previously replied to an RFQ. ASC also reached an agreement with the Elks for an additional consideration (on the Purchase Agreement language on \$100/home/month).

Chuck Kissel reported that there are two homes in escrow at University Gables (UG). There are currently 45 people (of whom eight are national hires) on the waitlist to purchase a UG home. ASC/Titan Shops has submitted an RFP to run UCI's bookstore. Of the RFPs submitted, ASC is now in the second round of considerations. Lastly, Mr. Kissel announced Denise Bell's resignation. The director of Sponsored Programs will stay on until a successor has been hired.

V. ACTION ITEMS: RESOLUTION, SIGNATURE AUTHORITY

Prof Walker moved, Mr. Rangel seconded and motion carried unanimously to approve the Signature Authority resolution (attached).

VI. REPORTS

A. CAMPUS DINING

Tony Lynch reported that Tapingo ('tap-n-go') was launched at the beginning of the semester. This mobile app allows users to order food or beverage from any of the campus dining locations, pay online and have their food ready for pick-up within minutes, thus avoiding wait times usually associated with the lunch rush. Campus Dining is also looking to update their point-of-sale (POS) system. They are working with Oracle/Micros for a summer implementation with a 2016 go-live date. OC Choice will host the upcoming California Higher Education Sustainability Conference (CHESC) to be held on campus June 27-30. Attendees will be from the CSU, University of California and California Community College systems. The focus of CHESC will be on locally-sourced, organic and sustainable foods. Campus Dining will

be adding a third campus Starbucks location; the TSU's high traffic makes it an ideal spot. The grand opening is planned for Spring 2017.

B. TITAN SHOPS

Kim Ball reported that back-to-school sales were up 11% (\$400K) over the previous year, with TitanTech up 140% (\$500K). While rental income was down 9.4%, online orders were up 45% (\$210K). Of the 3,421 titles available, 71% was available for rent; average rental price is \$31 (\$38 last year). Digital options were available on one-fourth of the titles; average digital price is \$75. TitanTech Service Center continues to grow; averaging 22 repairs/month. The goal is to reach 30-31 repairs/day.


VII. ANNOUNCEMENTS

- Next ExCom meeting: Thu 04/21/16
- Budget Workshop: Thu 05/19/16, 5pm CP 210
- Next Board meeting: Thu 06/23/16 @ Irvine Campus

VIII. ADJOURNMENT

Mr. Bremner adjourned the meeting at 8:16 p.m.

Approved by the Board of Directors, October 4, 2016.



Robert C. Hall, Secretary

ASC EXECUTIVE COMMITTEE

Minutes – Regular Meeting
ASC Conference Room @ CP 250
April 21, 2016 • 4:00 pm

Present: Ted Bremner, Rosalina Davis, Bob Hall, Danny Kim, Tariq Marji, Frank Mumford, Anil Puri, Ron Rangel.

Absent: Mildred García.

Staff: Jim Alexander, Kim Ball, Ann Ehl, Tony Lynch.

- I. CALL TO ORDER
Chair Bremner called the meeting to order at 4:05 pm. Quorum was present.
- II. APPROVAL OF MINUTES OF 10/15/15
Mr. Bremner moved, Mr. Mumford seconded and motion carried to approve the minutes of the October 15, 2015 meeting of the ASC Executive Committee.
- III. OFFICERS' REPORTS
 - A. TREASURER
Mr. Marji reported that General & Building Funds and Auxiliary Enterprises (Bookstore, Campus Dining) combined activities generated a net income of \$1.4M, resulting in a budget variance of \$460K for 03/31/16. Revenues during this period were \$54.9M and expenses were \$54.7M. Additionally, grant activities increased by 8%, reporting \$15.9M and IDC distributions were \$438K. The bookstore reported a net surplus of \$474K (a variance of (\$70K)) and Campus Dining had a net surplus of \$645K (a variance of \$536K).
 - B. EXECUTIVE DIRECTOR
Mr. Mumford reported that renovations at both buildings at College Park (CP)-West are underway; with demolition and asbestos abatement half completed in the four-story building. Move in by UEE into the four-story building is expected by December. Here at CP the elevator upgrades are complete, with final inspections scheduled for tomorrow. We also have lighted signage up on the east face of the building, toward the freeway. The College Park-South project was presented to the President's Cabinet in late October. With the CSU Board of Trustees concept approval, the five pre-qualified companies were sent RFPs. Responses are due 05/20/16; the top three proposals will be invited to present their projects in-person.

On University Gables, Mr. Mumford reported that the home of the non-qualified owner will open escrow on Monday with a potential buyer ready to move in on June 1. There is one additional home for sale in the community.

IV. RESOLUTION: CAPITAL PROJECTS FUNDING AT 1 BANTING

Mr. Rangel moved and Mr. Hall seconded to approve the 2015-16 Capital Project and Budget Extension resolution. This resolution increases the capital project fund at Irvine campus' 1 Banting by \$500K from \$2.125M to \$2.625M. This provides \$380K for bathrooms and \$100K for HVAC (pumps, etc) that were not considered during the original budget. The Executive Committee approved the resolution unanimously.

V. ANNOUNCEMENTS

- EXCOMM MEETING – THU 05/19/16, 4:00 PM
- BUDGET WORKSHOP – THU 05/19/16, 5:00 PM
- BOARD MEETING – THU 06/26/16, 5:45 PM @ IRVINE CAMPUS
- EXCOMM MEETING – THU 07/21/16, 4:00 PM

VI. ADJOURNMENT

Mr. Bremner adjourned the meeting at 4:30 p.m.

Approved by the Executive Committee, May 19, 2016.



Robert C. Hall, Secretary

ASC EXECUTIVE COMMITTEE

Minutes – Regular Meeting
ASC Conference Room @ CP 250
May 19, 2016 • 4:00 pm

Present: Rosalina Davis, Bob Hall, Danny Kim, Tariq Marji, Frank Mumford, Ron Rangel.

Absent: Ted Bremner, Mildred García, Anil Puri.

Staff: Jim Alexander, 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 4:05 pm. Quorum was present.

II. APPROVAL OF MINUTES

Mr. Hall moved, Mr. Mumford seconded and motion carried to approve the minutes of the April 21, 2016 meeting of the ASC Executive Committee.

III. OFFICERS' REPORTS

A. TREASURER

1. FINANCIALS

Mr. Marji reported that General Fund (Administration, Grants & Contracts), Auxiliary Enterprises (Bookstore, Campus Dining) and Building Fund combined activities generated a net income of \$1.5M, with a budget variance of \$578K for 04/30/16. Revenues during this period were \$61.3M and expenses were \$60.6M. Grants activities increased by 11% over the previous year, reporting \$19.1M. The bookstore reported a net surplus of \$779K, showing a decline over the previous year by 5%. Campus Dining had a net surplus of \$785K, with an increase in surplus over the previous year by 32%.

2. BUDGET

Mr. Marji gave a brief report on the budget that will be discussed in more detail at the workshop at 5:00pm. There was some discussion on the change-out of a campus food venue. Regarding this, Mr. Lynch agreed to provide survey results to VP Kim and that VP Kim would follow up with the President's cabinet.

B. EXECUTIVE DIRECTOR

Mr. Mumford reported that at CP-West, renovations of both buildings are now underway. The top two floors of the ASC building are framed and drywalled, with HVAC nearly complete in the basement. Demolition and asbestos abatement are complete in the four-story building, with the building to be move-in ready by 2017. At

CP-South, RFPs have been distributed to the five prequalified developers; three are no longer available or interested. The responses are due tomorrow from the remaining two developers.

Mr. Kissel reported that a University Gables (UG) lower-income household home is ready for viewing. It is a 1364 sf home with 3 bedrooms. These homes generally become available for sale once every five years. UG now has a waitlist of 52 people.

IV. ANNOUNCEMENTS

- 2016-17 ASC BOARD & EXCOM MEETING SCHEDULE
- BUDGET WORKSHOP – THU 05/19/16, 5:00 PM
- BOARD MEETING – THU 06/23/16, 5:45 PM @ IRVINE CAMPUS
- EXCOM MEETING – THU 07/21/16, 4:00 PM

V. ADJOURNMENT

Mr. Rangel adjourned the meeting at 5:00 p.m.

Approved by the Executive Committee, June 29, 2016.



Robert C. Hall, Secretary



ASC EXECUTIVE COMMITTEE

Minutes – Special Meeting

Conference Call: 657-278-5962 conf id: 993572

Wednesday, June 29, 2016 • 9:00 am

Present: Ted Bremner, Rosalina Davis, Bob Hall, Danny Kim, Tariq Marji, Frank Mumford, Ron Rangel.

Absent: Mildred García, Anil Puri.

Staff: Ann Ehl.

I. CALL TO ORDER

Chair Bremner called the meeting to order at 9:00 am. Quorum was present.

II. APPROVAL OF MINUTES

Mr. Rangel moved and motion carried to approve the minutes of the May 19, 2016 meeting of the ASC Executive Committee.

III. ACTION ITEMS

A. RESOLUTION: FISCAL ACCOUNT AUTHORIZATION

Mr. Hall moved to accept these two recurring fiscal resolutions (Fiscal Account and Sale of Stock Authorizations) and motion carried unanimously to approve those two resolutions (attached).

B. RESOLUTION: SALE OF STOCK AUTHORIZATION

C. RESOLUTION: APPROVAL OF 2016-17 BUDGET

Mr. Rangel moved and motion carried unanimously to approve the 2016-17 budget (resolution attached). VP Kim reported that the President's cabinet are all aware of the venue change at the present Carl's Jr location. He suggested that the ASI LGBTQ and student leadership, along with the Academic Senate executive committee, be consulted in advance to avoid any possible issues.

D. APPROVAL OF NEW AUDITORS AKT ADVISORS

Mr. Mumford reported that the Audit Committee, after reviewing seven major audit firms, selected AKT Advisors LLP to provide the ASC's audit services for the next three years (with two, one-year options). He then thanked Mr. Rangel for chairing this committee whose members include Mr. Badal, Mr. Marji and Ms. Romine.

IV. ANNOUNCEMENTS

➤ EXCOMM MEETING – THU 08/18/16, 4:00 PM @ ASC'S NEW CONFERENCE ROOM

➤ BOARD MEETING – TUE 10/04/16, 5:45 PM @ ASC'S NEW BOARD ROOM

V. ADJOURNMENT
Mr. Bremner adjourned the meeting at 9:15 am.

Approved by the Executive Committee, November 15, 2016.

A handwritten signature in cursive script, appearing to read "Robert C. Hall", written over a horizontal line.

Robert C. Hall, Secretary

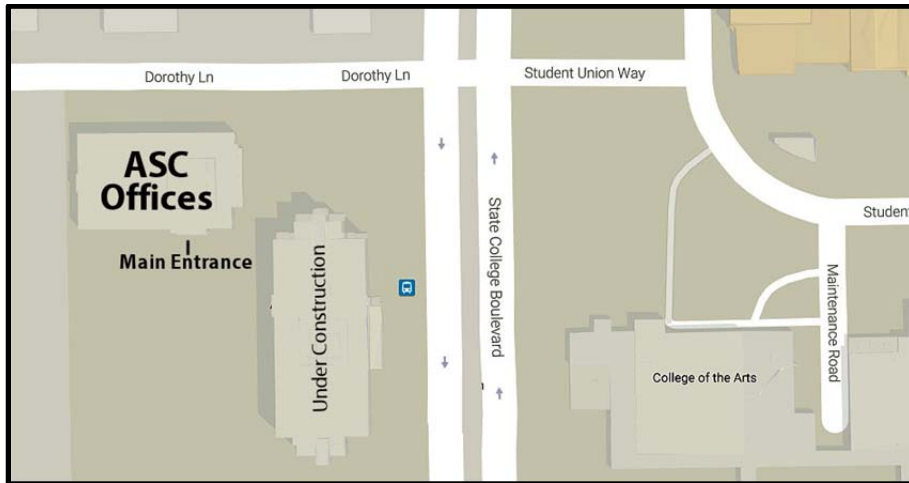
ASC BOARD OF DIRECTORS

Agenda – Regular Meeting

ASC Offices Moved!

1121 N State College Blvd, Lower Level

*Note: Google Maps points to the building 'Under Construction'
ASC Offices are located at the adjacent 2-story building*



Tuesday, October 4, 2016

Building Tour 5:15 p.m.
Dinner 6:00 p.m.
Meeting 7:00 p.m.

- I. CALL TO ORDER MR. BREMNER
- II. APPROVAL OF MINUTES MR. BREMNER
- III. PRESIDENT’S REPORT PRES. GARCÍA
- IV. OFFICERS REPORTS
 - A. TREASURER MR. MARJI
 - 1. FINANCIALS
 - 2. AUDIT UPDATE
 - B. EXECUTIVE DIRECTOR MR. MUMFORD
- V. ACTION ITEM: RESOLUTION, AUDIT APPROVAL MR. MUMFORD
- VI. REPORTS
 - A. CAMPUS DINING MR. LYNCH
 - B. TITAN SHOPS MS. BALL
 - C. CONFLICT OF INTEREST STATEMENTS MR. MUMFORD
- VII. ANNOUNCEMENTS:
 - EXCOMM RETREAT: WED 10/05/16 – FRI 10/07/16
 - NEXT EXCOMM MEETING: THU 10/27/16
 - NEXT BOARD MEETING: THURSDAY 12/15/16
- VIII. ADJOURNMENT MR. BREMNER



ASC EXECUTIVE COMMITTEE

Minutes – Regular Meeting

ASC Conference Room 102

1121 N State College Blvd, Fullerton CA 92831-3014

November 15, 2016 • 4:00 pm

Present: Ted Bremner, Bob Hall, Danny Kim, Tariq Marji, Frank Mumford, Ron Rangel.

Absent: Rosalina Davis, Anil Puri.

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

I. CALL TO ORDER

Chair Bremner called the meeting to order at 4:00 pm; quorum was present.

II. APPROVAL OF MINUTES OF 06/29/16 SPECIAL MEETING

Mr. Hall moved, Mr. Rangel seconded and motion carried to approve the minutes of the June 29, 2016 special meeting of the ASC Executive Committee.

III. OFFICERS REPORTS

A. TREASURER

Mr. Marji reported that General Fund (Administration, Buildings), Auxiliary Enterprises (Bookstore, Campus Dining) and Other Activities combined generated a net income of \$1.3M, resulting in a budget variance of \$700K for 10/31/16. Revenues during this period were \$26M, expenses were \$24.8M with net surplus at \$363K.

Increases at Titan Shops is mostly due to general merchandise sales outperforming last year by 9%. Additionally, operations included an insurance settlement payment of approximately \$42,000 for last year's textbook thefts. C-store variance was (\$42K) due to Shop24's bankruptcy, rendering its one vending machine on campus unsupported and useless. This was a write-off of (\$52K) in depreciation. Campus dining had a budget variance of \$114K while investments had a gain of \$632K.

B. EXECUTIVE DIRECTOR

Mr. Mumford reported that College Park West has been officially renamed "Titan Hall" by campus. Titan Hall is comprised both the ASC (two-story) building and the four-story building to be occupied by UEE. The ASC building is fully occupied. The photo voltaic install is complete with electric power generation to begin in January. As with the College Park parking lot, this parking lot will be added to the campus inventory, managed by campus Parking and used by both students and faculty/staff permit holders.

The College Park South planned development project began meeting every two weeks with the developer regarding concept design. Parking requirements recently stipulated by the campus make the project financially unfeasible. ASC will review the project with the developer to determine possible alternatives to the property.

IV. RESOLUTION: ASC BENEFIT PLAN 2016-17

Mr. Mumford moved, Mr. Rangel seconded and motion carried unanimously to approve the Benefit Plan, Fiscal Year 2016-17 (attached). Ms. Borromeo distributed the proposed benefit changes for the 2017 calendar year. These include a 3.2% rate increase to the vision plan, minor increases to dental and the addition of a pre-tax Flexible Spending Account (FSA).

V. CLOSED SESSION: EXECUTIVE COMPENSATION

The executive committee went into closed session from 4:05 to 4:15 pm to discuss executive compensation.

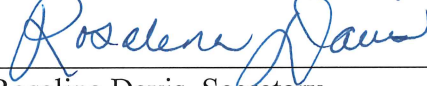
VI. ANNOUNCEMENTS

- Next Board meeting: Thu 12/15/16, 5:45 pm, ASC Lower Level Conference Rooms
- Next ExComm meeting: Thu 01/19/17, 4:00 pm, ASC Conference Room 102

VII. ADJOURNMENT

Mr. Bremner adjourned the meeting at 5:48 p.m.

Approved by the Executive Committee, February 16, 2017.



Rosalina Davis, Secretary



ASC BOARD OF DIRECTORS
 Minutes – Annual Meeting
 ASC Board Rooms, Lower Level
 1121 N State College Blvd, Fullerton CA 92831-3014
 December 15, 2016 • 7:00 pm

Present: Yanitza Berrios, Emily Bonney, Ted Bremner, Amir Dabirian, Mildred García, Manminder Gill, Bob Hall, Theresa Harvey, Jared Hill, Tariq Marji, Dale Merrill, Frank Mumford, Anil Puri, Sean Walker.

Absent: Gail Brooks, Rosalina Davis, Berenecea Eanes, Danny Kim, Sudarshan Kurwadkar, Olga Mejia, Greg Saks.

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

I. CALL TO ORDER

Chair Bremner called the meeting to order at 7:18 pm. Quorum was present.

II. ELECTIONS

Mr. Mumford moved, Prof. Walker seconded and motion carried to approve the following slate of officers and executive committee members for the 2017 calendar year.

A. OFFICERS

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

B. EXECUTIVE COMMITTEE

The Executive Committee is composed of the Board Officers, the CSUF Vice President for Administration and Finance. Two additional voting directors were elected by the Board: Amir Dabirian and Theresa Harvey.

III. APPROVAL OF MINUTES

Mr. Hall moved, Ms. Harvey seconded and motion carried to approve the minutes of the Tuesday, October 4, 2016 meeting of the ASC Board of Directors.

IV. PRESIDENT’S REPORT

Pres. García reported that Fullerton is now the largest campus in the CSU and the third largest in the state (behind UCLA and USC). Regarding the decision to not move forward with Chic-Fil-A, she said that she had amazing conversations with the senior leadership team, honest discussions with students and faculty, and listened to those speaking on behalf of

diversity and inclusion. In the end, this was her decision to make. She thanked this Board for understanding and she would continue to fight for this amazing university.

The higher education summit was recently held in Orange County and co-chaired by Dick Ackerman. College of Education also had an open forum where she gave a presentation to doctoral students about being a CSU president. This is the 10-year anniversary of the doctoral program at CSUF. She will be the incoming chair of the Big West board of directors next year. Today they had the ribbon cutting for the college of communication's Univision Bureau. Univision is the largest Spanish-language television network in the world. This Cal State Fullerton Univision Bureau will provide CSUF students with mentors, internships and access to other high impact practices.

Mr. Bremner announced that Ron Rangel and Zeke Luna submitted their resignations. He acknowledged their many years of service to this Board and the Executive Committee.

V. OFFICERS REPORTS

A. TREASURER

1. FINANCIAL STATEMENTS

Mr. Marji reported that General Fund (Administration, Buildings), Auxiliary Enterprises (Bookstore, Campus Dining) and Other Activities combined generated a net income of \$2.1M, resulting in a budget variance of \$1.4M for 11/30/16. ASC revenues during this period were \$31M; expenses were \$29.4M. Net surplus for General Fund, Building and Enterprise activities were \$315K. Cash at the beginning of the year was at \$18.3M; we are now at \$11.6M, having spent 37%. Of the \$6.7M cash used, \$4.2M was for capital projects and \$1.8M was used to pay off long term debt on outstanding loans.

The A-133 Single Audit Report included in the Board materials is normally presented to the Board with the annual financial audit. This year's presentation was delayed because last year's filing deadline was inadvertently missed. When this happens, the organization is considered a "high risk auditee" and the scope of the organization's federal grants audit is automatically expanded from 20% to 40%. This increased scope of audit also increases the time it takes to complete the audit. The audit is now complete and the audit report was clean, with no federal award findings noted. EDD recently notified us that there would be an audit this year, with no specific date. The last time EDD notified us of an audit, it was cancelled. The CSU chancellor's office audit now has a new schedule; previously conducted every three years (compliance audit), they will now conduct risk-based audits. Audits will be based on the information we provide; they will determine if an audit is to be conducted and in what area.

2. UNRESTRICTED NET ASSET ALLOCATION RESERVE

Mr. Marji reviewed the ASC's Reserves Policy #120, how this policy assures ASC's fiscal sustainability and how they relate to the allocation of unrestricted net assets for the 2015-16 year. For the year ended 06/30/16, ASC unrestricted net assets were (\$435K). After removing fully reserved and previously

designated funds, and considering changes to post retirement benefit obligation valuation, ASC has \$161K available for allocation.

B. EXECUTIVE DIRECTOR

Mr. Mumford reported that this portion of Titan Hall is now fully occupied and the photo-voltaic installation over the parking lot was completed last month. Electric power generation will begin in January. Similar to College Park, the campus will lease this parking, lot adding over 280 parking stalls to their inventory. Electric vehicle stalls will also be added to help with LEED certification. Seismic retrofit at the adjacent four-story building is undergoing tenant improvements, with a target completion of spring semester. Remodeling at Irvine campus has ceased due delays by the State Fire Marshall. At Grand Central Arts Center, deconstruction work is complete and HVAC replacement begins. There is no significant update to the College Park development as we work with VP Kim to find a revenue generating scenario that provides additional parking. We are also working with ASI to assist students with food and housing issues, by donating meals thru our gift card program and contributing \$5000 cash to an emergency fund. Also with ASI, we have planned a third campus Starbucks at the TSU. Our goal is to have this location running by fall. Lastly, University Gables is presently quiet, as two homes sold last quarter and no homes currently for sale.

VI. ACTION ITEMS

A. RATIFICATION: BENEFITS 2016-17

Prof. Walker moved, Mr. Gill seconded and motion carried to ratify the Benefit Plan, Fiscal Year 2016-17 resolution approved at the 11/15/16 Executive Committee meeting (attached).

B. RESOLUTION: CA DEPT OF REHAB GRANT APPROVAL

Dean Merrill moved, VP Dabirian seconded and motion carried to approve the State of California's Department of Rehabilitation Grant/Contract Signature Authorization resolution (attached)

VII. REPORTS

A. HUMAN RESOURCES

Ms. Borrromeo reported that due to the current enrolled headcount, ASC will decrease BC/HMO premium renewals and change PPO cost sharing from 70%/30% to 60%/40%. There will be no increase on ASC's average contribution for full-time medical plans for the 2017 calendar year. The vision plan will increase by 3.2% with a two-year guarantee. This includes a frame allowance increase from \$130 to \$140 (\$160 on select frames). The annual increase to health and welfare plans is 2.0%, with the next renewal scheduled for 01/01/18.

ASC's self-insured dental plan has maintained employee/employer contribution rate pass for over 10 years. Based on recent claims and fees analysis, we propose an increase of 20%/25% cost sharing effective 01/01/17. This will help rectify claims and third party administrator fee shortfall.

Lastly, ASC will introduce the flexible spending account (FSA) benefit. FSAs allows employees to deduct eligible expenses from their pay, pre-tax. These expenses can include insurance premiums, medical out-of-pocket and dependent care expenses. Based on average anticipated participation rate of 15%, the annual financial impact to ASC is about \$1500.00. However, we estimate payroll tax savings of 13%.

B. IT

Mr. Marcinkevicz gave a PowerPoint presentation on the current ASC IT activities. IT currently has three-full time (FT) staff and three computer science student employees, with plans to hire one FT point-of-sale (POS) support staff and an intern in the spring. Day-to-day support to Titan Shops includes 37 POS registers at seven locations: the main campus bookstore, Irvine campus, The Brief (Langsdorf Hall), The Yum (TSU), online, concessions at athletic and other special events, and the main POC with inventory/accounting systems. Projects include the recently completed installation of new payment devices that provide high security credit card encryption and evaluating NetSuite ERP and POS to replace the current inventory/backoffice/POS system.

IT also provides support to campus dining and catering. This involves tech support for computers, phones, expediting orders, POS training, gift card set ups and changes; 25 POS registers that coordinate with TitanCard payment, maintenance of menus/pricing/promotions, and maintenance of equipment, displays and printing. IT also supports catering's ordering system, commencement concessions, Tapingo mobile ordering and cloud-hosted POS live reporting.

For Sponsored Programs, IT collaborates with their payroll, monitoring updates to keep grant employees from working on closed projects. Recent projects in this area include grants management and grant summaries by college/department. IT also works with CSFPF to sync account signers with the gifting database. For the ASC administrative offices of the CFO, executives and HR/payroll, IT works to keep seamless the workings of online time clocks, travel and A/P imports. New payroll and expense reconciliation reports were recently installed, with new payroll time clock system added. They expect to add interfacing for these systems and integration between HR, payroll and accounting. IT also plans to add a new website that supports new ADA requirements and a file server that consolidates across the ASC.

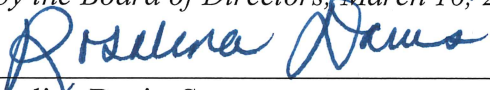
VIII. ANNOUNCEMENTS

- Next ExComm meeting: Thu 01/19/17
- Next Board meeting: Thu 03/16/17

IX. ADJOURNMENT

Mr. Bremner adjourned the meeting at 8:25 p.m.

Approved by the Board of Directors, March 16, 2017.



Rosalina Davis, Secretary