



**The University Corporation
San Francisco State**

Room ADM 361
1600 Holloway Ave
San Francisco, CA 94132

ucorp.sfsu.edu

Minutes of the Board of Directors Meeting - Monday, April 5, 2021

Attendees:

Teddy Albiniaak
Brian Beatty
Yvonne Bui
Anoshua Chaudhuri
Gene Chelberg
Neil Cohen
Alondra Esquivel
Trevor Getz
Jay Orendorff
Jason Porth
Kal Salama
Rob Strong

Guests:

Mitch Hughes/Beacon Pointe

UCorp staff:

Tammie Ridgell
Chris Farmer
Andrew Lok
Anthony Victoria

- I. Called to Order via Zoom at 3:02p by the Chair, Trevor Getz
 - agenda reviewed and approved
 - approval of the BOD Minutes for February 15, 2021 – unanimously approved without objection
- II. No Public Comment
- III. Constituent Reports
 - Academic Senate, Teddy
 - nominations for upcoming term completed with ballot being sent out this morning
 - new development evolving in body of senate concerning further/more staff representation
 - ASI, Alondra
 - currently conducting space assessment
 - o consideration of needs includes, but not limited to, student clubs and orgs, prayer center
 - beginning to formulate FY2021-22 budget
- IV. Report from the Finance Committee Chair, Kal
 - Investment portfolio update
 - equities up; bonds down
 - o country 're-opening' bodes well for US economy
 - portfolio on-track concerning target allocation
 - o equities a tad over, but rebalancing to occur
 - 14.8% fiscal return to-date
 - o performance is much better than expected, as it is ahead of fiscal year projection
 - Trevor asked if growth depends on overall job report
 - o Kal replied that employment info is not that reliable



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- with more jobs produced this measure is continually being revised, though growth expected to be up 6% this year
- inflation would be the greatest concern to watch-for in the next 12 months

Update provided concerning investment policy

- a pro-active approach is to be taken in the review and analysis of current UCorp policy
- in the last few years, the investment community has been trending more towards ESG investments
 - o US companies also moving to more social-friendly programs
- consideration to be given to polling campus as to what critical values should be represented
 - o a survey to be sent-out to campus community
 - results to be shared with Beacon Pointe to determine how to move towards these
 - Anoshua asked if the survey will have an educational component
 - concerned that if values are not referenced on a higher level, a can of worms could be opened when discussing nitty-gritty details
 - Kal reiterated that the focus would be on broader values and to possibly include info on ESG areas
 - o Rob stated that ultimately it is the fiduciary responsibility of UCorp's board to determine what is best
 - o Gene indicated the importance of being responsive to the President's directive
 - along with providing the campus an opportunity to give their input with further value clarification
 - o Kal stated that what is needed are those important values from a social perspective, versus what our investments should be
 - o Jason appreciated the clarification and with earlier discussion from the finance committee, a survey will be drafted and circulated to the board for review
 - also suggested modeling the distribution of survey similar to the method ACA used when surveying the campus about the available retail space in Manzanita Square
 - o Gene said all may be invited to contribute, definitely to include ASI, the Academic Senate, etc.,, but not the entire student body
- Rob asked if any other CSU auxiliaries have been asked about this same issue
 - o Mitch/Beacon Pointe, responded that they were reviewing their other educational orgs and the standards they had derived from their values
- Kal concluded the discussion stating that no formal sign-off was needed and there did not seem to be any objection or hesitancy, so it was okay to proceed as planned

V. Report from the Associate Vice President, Tammie Ridgell

February 28, 2021 FSR with budget comparison

- revenues
 - o grants & contracts are on target, but looking at 11% off from budget as year-end approaches
 - o the overage on campus programs is due to prior years' true-up for admin fees related to commencement
 - o decrease in business services is due to refunds from prior year reported in current period
 - o for Follett there will need to be some adjustment considered for the fiscal year projection
 - they now wish to only pay commission on actual sales, not what the stated minimum is per the current contract
 - o C-Stores continues to be down from budget projection and expected same through year end
- most significant component relative to expenses is salary & benefits
 - o what appears to be overbudgeted is due to the subsidy not yet received that covers costs related to student org banking
- investments remain the bright spot during this fiscal year
 - o barring any downturn in the market, the budget is being out-performed and we are possibly looking at \$4.3M to be earned
 - this reverses our original fiscal year projection from a deficit to operating in the black
- Trevor asked how is next year's budget to be prepared with plans not finalized concerning repopulation & re-opening of campus
 - o Tammie replied that a baseline would be established with basic assumptions used as a starting point
 - retail activity remains an issue and is dependent upon the plans to re-open campus & as to what level



- expected rents still need to be discussed – will full rent be charged come Spring 2022?
 - need to remain open to budget revision during the year when/if the situation changes
- overall we will be very speculative for the FY2021-22 budget in all aspects
 - hoping that campus program and grants & contracts activity normalizes during the year

VI. Report from the Director of Operations, Chris Farmer

Overview:

- Lobby Shop, Ctrl-P & Open24 remain open
- Follett continuing to operate with pick-up option and offering book deliveries
- most vendors expected to re-open in Fall 2021, with the exception of the Pub
 - Ha Tien Cove assigned their lease to Quickly (Vietnamese cuisine will continue to be offered)
- expecting openings of retail spaces in Manzanita Square
 - survey was distributed with 500 responses, so far
 - affordability, sustainability, hiring practices and convenience items received a lot of mention in the feedback

Follett

- they cannot meet the minimums per their contract this year
 - even retail sales are way down and suffering
 - the \$10K scholarship & \$50K allotment cannot be made
 - unfortunately, their commission solely will not cover UCorp's rental costs for their space
- return of the bottom floor space, along with a redesign of their top floor has been proposed
 - first thought was to eliminate stairs, but less costly to retain; and, stairs may be needed in the future/later use of the space
- Rob stated that space in the Student Center does belong to ASI
 - Chris responded that any discussion of space becoming available involves direct discussion with ASI
- Rob also spoke of UCorp being prepared strategically should Follett exhibit any adverse action prior to the end of their contract
 - Jason spoke of the need for a broad conversation involving the campus to discuss all facets of a bookstore's operation as Follett's contract ends in two years
 - Trevor iterated the main issue of providing learning materials to students
- Kal mentioned that with the pandemic there is a higher rate of bankruptcy, and Follett may be on shaky ground
 - Jason shared screenshot of Follett's dismal performance
 - a need has been identified to establish an emergency system to provide bookstore services should Follett leave SFSU unexpectedly and prematurely
 - course material adoption backup is critical
 - Rob suggested conversations be started with publishers
 - also access and have discussions with independent bookstores for their insight
 - Neil feels there is a good chance Follett will leave prior to their contract-end and a contingency plan should be a high priority

All-access program for sophomores

- UCorp reached out to CSU East Bay about their all-access program offered to all freshmen, wherein the University covers the costs of their course materials
- CSUN is trying to do something similar with HEERF or CARES funding
 - given the retention problem with second-year students, SFSU is considering a similar a program to assist these students, which should support enrollment efforts

VII. Report from the Executive Director, Jason Porth

Congratulated Anousha for Eisman award

Informed board that Sierra Nevada Field Campus will not be offering their summer program

- there are two researchers requesting to use the site during the summer
 - both in process of following campus protocol to seek approval



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- summer maintenance/caretaker costs are still to be expected

Nominating committee will be meeting shortly

- those members whose term may be expiring will be contacted
- there will be two available seats for community representation
- currently working with ASI to identify students for available spots

Rob asked if there will be any auxiliary presence in the new instructional facility on Tapia triangle

- Jason replied that it is all academic no retail presence
 - o also responded to question of 19th Ave Station Café renovation, saying that it has been postponed
 - o and there will be retail presence under UCorp in the new science building

Meeting adjourned by Trevor at 4:30p