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Board of Directors

Friday December 3, 2021

12:30-2:30pm

Video/Teleconference

MEETING MINUTES

1. 12:30pm – Call to Order
*(see 12.3.21 meeting packet)*

Mario Perez called meeting to order at 12:32pm.

Perez presented new Board Director appointments and nominations as recommended by the Foundation Governance Committee and ratified by President Sakaki.

* Brigitte Lahme – new Board faculty representative
* Ali Pourghadir – new community Board member
* David Felte – appointed new Board Chair

Motion: To approve Brigitte Lahme, Ali Pourghadir as new Board directors and approve appointment of new Board Chair, David Felte.

Action: Board unanimously approved.

# Public Comment PeriodNo public comments reported.

# Consent Agenda

*(see 12.3.21 meeting packet)*

Felt called for motion to approve the following consent agenda items:

* September 17, 2021 Board Minutes
* Graystone Quarterly Performance Report
* SSU Foundation Quarterly Financial Statements

Motion: To approve all listed consent agenda items.

Action: Board unanimously approved all items.

# University President’s Report

President Sakaki greeted all Board members and provided the following updates to the Board:

* SSU is into final week of instruction and will start back up Jan. 24th for Spring semester. The plan is to be much more in person in January. Sakaki thanked the Campus Continuity Committee for guiding the process of transitioning back to campus.
* SSU hosted two CSU Board Trustees who came to visit campus this fall. There are plans to have more visiting this semester and next spring.
* SSU received prestigious designation for its participation in the U.S. government’s flagship international exchange program.
* This past month SSU celebrated Native American Heritage month appreciating the beautiful land Sonoma State stands and recognizing the people of the Southern Pomo and Coast Miwok Nations.
* On November 15th, the President’s Budget Advisory Committee hosted a campus Budget Forum. They have been working hard to educate the campus community on the current budget climate and working to have everyone understand the budget concerns. A lot of work is going into increasing enrollment and numbers are looking very positive. SSU currently has about 2,000 students living on campus now and hoping in spring and next fall to have rooms closer to full capacity.
* This past week SSU participated in Giving Tuesday, a global day of giving. Sakaki noted she is thankful for all the generous support SSU received.
* Sakaki shared exciting news supporting campus sustainability. In Summer of 2022 the construction of a 4-megawatt solar array and a 1.5-megawatt battery system will take place in parking lots at the southern edge of campus.
* Sakaki shared that composer and one of the creative founders of the GMC, Jeffrey Langley, recently passed. Langley served the SSU Community as the artistic director of the GMC. Sakaki expressed he will always be remembered for all his contributions.
* Lastly, Sakaki announced that SSU will be participating in a pilot of the second phase of CSUCCESS (California State University Connectivity Contributing to Equity and Student Success) Program. Total of 8 campuses are participating. The program is designed to address the digital divide and help students who do not have funds to have technological devices have an opportunity to get tech tools through Apple. Incoming new first-year and transfer students who are joining SSU for Spring 2022 term will be eligible to receive a technology bundle from Apple (iPad Air, Apple Pencil and Apple Smart Keyboard).

# Special Presentation - Stevenson Hall Remodel

Felte introduce Christopher Dinno, SSU Chief Planning Officer, to present the latest on the Stevenson Hall remodel to the Board.

Dinno shared several architectural drawings with Board showing what the building will look like inside and out. The building will be opened up and bring in lots of natural light moving away from the hard, stoic building that it was. He noted the overall goal is to make building more sustainable, accessible, flexible, and inclusive and make it a truly academic building. The square footage of the building will increase from 135,000 to 148,000 sq ft.

Dinno noted it will be home for the following Academic Schools: Business & Economics, Social Sciences, & Education.

Building is currently expected to be completed by December 2022 with a grand opening of Fall 2023.

After presentation, Board asked some follow-up questions and Dinno responded.

# Committee Reports

*(see 12.3.21 meeting packet)*

Audit Committee Report

Committee did not meet as this year’s audit has been completed. No report.

Executive Committee Report

Ian Hannah gave brief report to Board and noted that the Executive Committee discussed preparation for today’s meeting and also reviewed future Special Presentation topics schedule.

Committee also discussed next steps for Philanthropic direction for the Board, which Perez will address as part of the combined Philanthropy/Governance Committee Report.

Investment Committee Report

Brent Thomas, Chair of Investment Committee reported to Board on the following topics:

* Reviewed endowment talking points sheet with Board.
	+ Total endowment market value as of 6.30.21 = $64.5M
	+ Annual pooled endowment distribution gradually increasing; Fall 2021 distribution = $1.64M
* CSU Investment Advisory Committee update on Fossil Fuel Divestment
	+ CSU public announcement – Chancellor Castro announced the CSU system will not pursue any future investments in fossil fuels in the university’s 3 central investment portfolio’s: Systemwide Investment Fund Trust (SWIFT), Intermediate Duration Portfolio (IDP) and Total Return Portfolio (TRP), totaling $5.2B.
		- Committee discussed potential edits to SSUF Responsible Investing Position Statement and determined that the position statement is good as it stands as it represents a positive screening approach for ESG factors which has already lowered SSUF’s exposure to fossil fuels investments to less than 2% of the portfolio.
* Graystone Quarterly Performance review
	+ Portfolio returns landed flat in last quarter ending 9.30.21. Graystone (SSUF’s OCIO) anticipates a potential revaluation/correction to the market in the near term in the neighborhood of 5-10% and thus slightly conservative posture at the moment and then rebalance when correction occurs
* Student Managed Investment Fund (SMIF)
	+ Newest Investment Committee member and former SMIF faculty advisor, Dr. Doug Jordan gave an update to the Committee on SMIF that was established a couple years ago from a donation to allow student’s interested in finance and investing an opportunity to work with real money and make decisions on how to invest the money each year.
* All townhomes now sold.
	+ Last of the townhomes have been sold with earnings retained in the endowment and supporting endowment funds for performing arts and for faculty development.

Combined Philanthropy/Governance Committee Report

Perez reported to Board discussions at the last Philanthropy/Governance joint committee meeting. Governance Committee approved new Board appointments, Brigitte Lahme and Ali Pourghadir and recommended to Board for final vote and approval (voted on at beginning of meeting).

Also approved by Governance Committee was change in SSU Foundation’s Board Structure to be in line with best practices across other CSU’s. Appointed a community Board Chair (David Felte) and committee is now seeking to identify/recruit for the vacant Board Vice Chair & Chair of Governance Committee. Perez encouraged any Board member who is interested to reach out to him.

Perez noted that Committees had good discussion on moving Board to be 100% philanthropic. Felte expressed in addition, that all Board Directors are encouraged to give before the end of the year (by Dec. 31st) in an amount that is meaningful to each individual. The goal is to have a 100% engaged and philanthropic Board.

Lastly Perez acknowledged and celebrated Board member Tom Isaak’s involvement in sealing in a recent grant that will greatly benefit SSU. Perez noted Isaak’s involvement an example of other ways Board members can “give” and be involved.

# University Advancement Report*(see 12.3.21 meeting packet)*

Perez reviewed Quarterly Philanthropic Report with Board. He noted the following highlights:

* Gift Commitments totaled $1.7M thru 1st quarter ending 9/30/21.
* Fiscal year to date thru 10/31/21 totaled $2.4M.
* There are some substantial gifts in the pipeline to hopefully meet fiscal year goal of $9.5M.
* SSU received another gift from Federated Indian Graton Rancheria in continued support of the Summer Bridge program. SSU continues to have a good relationship with them in supporting the program.

Perez shared that Advancement was supported in the recruitment of three new positions to the division, and filled a vacant position.

* New Position added is Advancement’s Stewardship & Leadership Analyst who focuses on donors giving annually at the $100-$1000 range and helps build a pipeline for identifying potential major donors.
* Next new position will be to hire an Associate Vice President (AVP) for Development. Currently in the final stages of identifying new individual. The AVP will help oversee all fundraising efforts of the Development department and guide current Directors of Development in their efforts.
* Lastly, Advancement is in the stages of finalizing a position description for an Administrative Coordinator/front desk support staff to support executive suite and support the other Executive Assistants and Administrators.

Perez shared he is also in conversation with the Provost to support funding to add more frontline fundraisers to support the Academic Schools.

Perez continued his report to Board reviewing the new CSU Naming Guidelines/Policy updates approved at 11/10/21 CSU Board of Trustees meeting. The CSU Naming Guidelines address reputation, valuation, and campus consultation issues. The CSU naming policies as it relates to facilities and also academic & athletic programs were also revised. One major change includes language around a useful life determination for naming of facilities.

SSU is near completion of also updating the University’s naming guidelines and policies to align with the CSU revisions. It’s currently in draft form awaiting Cabinet review and approval. The SSU guidelines will provide structure for naming minimums/ranges based on type of gift and area being named.

Perez summed up with the following quick updates:

* Advancement’s Annual Giving department completed the following solicitations and events:
	+ Fall solicitation
	+ Seawolves Say Thank You event
	+ Giving Tuesday
* Athletics 100 for 100 solicitations have begun going out and is one of the Athletics most successful fundraisers.
* Planning has begun for Commencement 2022 – still in discussion on what the best format will be for the Spring ceremony.
* There are current discussions on how to hold the Distinguished Alumni Event in the Spring. The idea is to eventually move to a more robust dinner/gala with a larger invitee list.
* Fundraising for Recruitment Scholarships and how to administer them are still in the works. Perez noted on waiting to get more definitive information from strategic enrollment.

# Student Update

Chris Franco gave a very quick update to Board noting that AS worked to recently to have the Library hours adjusted to be more available to students for studying.

Also noted that Dr. Sawyer, VP for Student Affairs will be retiring at the end of this year. Student leadership have had a great year working with him and he has been an invaluable mentor.

# Alumni Association Update

Travis Saracco provided the following Alumni Association updates to the Board:

* The Alumni Association hosted the very first Black Alumni BBQ on September 18th in Rohnert Park. Over 50 alumni were in attendance. Alumni and students were able to connect and share experiences. Information was captured from alumni who are interested in starting a black alumni affinity group and alumni were identified will lead these efforts. Derek Bradley, SSU Alumnus spearheaded the event.
* To support enrollment efforts at SSU, the Alumni Office recently partnered with the Strategic Enrollment office to identify alumni who could share their stories with prospective students. Over 120 alumni have offered to assist with enrollment efforts and also share their stories and experiences with prospective students.
* Several upcoming Alumni Events were announced:
	+ This Saturday (12/4) is Alumni Day at the women’s and men's basketball games. The Alumni Association is hosting a lunch prior to the games at 1:00 pm. Over 70 RSVPs have been collected for the day. Saracco shared that if anyone from the Foundation board is interested in attending, to let them know.
	+ On 12/8 the Alumni Association will be celebrating SSU’s fall 2021 graduates at the Toast of the Town Celebration. It's a way to celebrate Fall grads, who won't have an official commencement until this Spring.
	+ 12/9 is Alumni Night at the Green Music Center. Alumni Association will be in the lobby handing out holiday ornaments to SSU alumni who are attending.
	+ In January Alumni Association will be hosting two regional alumni events - one in LA and the other in San Diego. Both events will be in coordination with the SSU basketball teams playing at Cal State LA and Cal State San Marcos.
	+ As Perez previously mentioned, keep an eye out for future Distinguished Alumni Event.

# New Business / Announcements / Adjournment

Felte asked if anyone had any other announcements or items to discuss. None were noted. He reminded Board of next meeting schedule for March 11, 2022 from 12:30-2:30pm.

Meeting adjourned at 2:05pm.

Kyle Bishop-Gabriel – redacted signature

Ian Hannah – redacted signature

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*Minutes Approved by: Minutes Prepared by:*

Ian Hannah Kyle Bishop-Gabriel

*Chief Operating Officer & Sr. Advancement/Foundation Analyst & Asst.*

*Secretary, SSUF to the VP, SSU*

Record of Attendance

December 3, 2021

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|  |  | *First* | *Last* | *Attendance* |
| 1 | Ms. | Jeannette | Anglin | Present *(video)* |
| 2 | Mr.  | Terry  | Atkinson | Present *(video)* |
| 3 | Ms. | Noelia | Brambila | *Absent* |
| 4 | Dr. | Jean Bee | Chan | Present *(video)* |
| 5 | Ms. | Anita | Christmas | Present *(video)* |
| 6 | Mr.  | David | Felte | Present *(video)* |
| 7 | Mr. | Chris | Franco | Present *(video)* |
| 8 | Mr. | Tom | Gillespie | Present *(tele.)* |
| 9 | Mr. | Ian | Hannah | Present *(video)* |
| 10 | Mr.  | Joseph | Huang | Present *(video)* |
| 11 | Mr.  | Tom | Isaak | Present *(video)* |
| 12 | Dr. | Brigitte | Lahme | Present *(video)* |
| 13 | Mr. | Dan | Libarle | *Absent* |
| 14 | Dr. | Andréa | Neves | *Absent* |
| 15 | Mr.  | Stan | Nosek | *Absent* |
| 16 | Mr. | Randy | Pennington | *Absent* |
| 17 | Mr.  | Ali | Pourghadir | *Absent* |
| 18 | Dr. | Mario | Perez | Present *(video)* |
| 19 | Mr. | Irwin S. | Rothenberg | Present *(video)* |
| 20 | Dr. | Judy | Sakaki | Present *(video)* |
| 21 | Mr.  | Travis | Saracco | Present *(video)* |
| 22 | Mr. | Brent | Thomas | Present *(video)* |
| 23 | Mr.  | Robert | U’Ren | *Absent* |
| 24 | Ms. | Amanda | Visser | Present *(video)* |

Members Present 17

 Members Absent 7

 Board Quorum 13 *Article IV, Section 6, Bylaws*

Staff/Guests Present:

Mr. Christopher Dinno – *Chief Planning Officer, SSU*

Ms. Kyle Bishop-Gabriel *– Sr. Advancement/Foundation Analyst & Asst. to the VP, SSU*