Meeting of the Board  
August 14, 2013  
*M-I-N-U-T-E-S*

The CSU Channel Islands Foundation Board met on Tuesday, August 14, 2013 at the Channel Islands Waterfront – located at the Channel Islands Boating Center · 3880 Bluefin Circle · Oxnard, Ca. Harold Edwards, Board Vice-Chair, called the meeting to order @ 6:11 p.m.

**Members Present:**
- Harold Edwards, Vice Chair
- Hugh Cassar
- Ann Deal
- Linda Dullam, Board Development Chair
- Robert England
- Bill Kearney
- Larry Hibbler
- Douglas McRae
- Alicia Milanowski
- John Notter
- John Ridgway
- Richard Rush, University President
- Blaise Simgu
- Peter Wollons

**CI Staff:**
- Carrick DeHart, Director for Major Gifts
- Therese Eyermann, Chief of Staff to the President
- Tania Garcia, Director of Alumni Relations
- Eva Gomez, Assistant Director for Development
- Nichole Ipach, AVP for University Development
- Gayle Hutchinson, Provost & VP for Academic Affairs
- Alissa Larreta, Assistant Director for Advancement Events
- Cathy Sanchez, Development Assistant
- Sarah Schumacher, Graphic Artist
- Robert Tabor, IT Tech
- Ysabel Trinidad, VP, Finance & Administration
- Celina Zacarias, Director, Community & Government Relations

**Absent:**
- George Leis, Board Chair
- Ed Birch
- Henry Dubroff
- Janet Garufis
- Mark Hartley
- Hank Lacayo
- Armando Lopez
- Neil Paton
- Emilio Pozzi
- John Ridgway

**Special Guests**
- Francisco Behr,
  Behr Bowers Architects, Inc.
- Ryan Gallagher,
  Ventura County Chapter of
  American Public Works Association
- Jane Rush, Co-Chair
  President's Dinner Committee
Welcome
Harold Edwards welcomed all members to the CI Boating Center and called the meeting to order at 6:00 p.m.

Award Presentation
Ryan Gallagher of the Ventura County Chapter of American Public Works Association (APWA) presented the ‘Project of the Year’ award to CSU Channel Islands for its design and work on the new entrance, University Drive, leading into campus off of Lewis Road.

Special Introduction
Dr. Gayle Hutchinson, newly appointed CSU Channel Islands Provost and Vice President for Academic Affairs was introduced to the Board. Dr. Hutchinson took a few minutes to share with the group her pleasure of accepting the position here at Channel Islands University and thanked everyone for the warm welcome. Dr. Hutchinson expressed one of the reasons for her interest to join CI was she had recognized that this is a student-centered and educational institution which is committed to innovation, challenging traditional systems and creative in what CI is about. Gayle also feels that this is an exciting opportunity to work with an institution that is community partnership minded and looks forward to being an integral part of CI.

Event Center Presentation
Renderings of the proposed Event Center on campus where presented to the Board by Francisco Behr, of Behr Architects, Inc. A complete presentation was shown displaying the proposed center and component buildings attached which would complement the Event Center. These buildings will include a Wellness Center, Performing Arts Center and parking structure with the roof that can be used for tennis courts. Also shown was a large outdoor plaza showing presence of building identity to the entire complex. Architecture of this project illustrates what the campus has in mind in expectation with keeping in line of existing buildings, being articulated and designed to become part of the campus.

Mr. Behr described the details of each component and what is offered with the buildings in the many activities and programs that will be provided in each. The Event Center will include space for concession areas and stores which will be designed to accommodate all activities planned, along with a VIP level, large meeting area and banquet room.

President Rush further explained that this design is created to show people what the Event Center could become. The principal part is to serve the students and the educational mission. President Rush and Ysabel Trinidad, Vice President Finance and Administration, are looking at ways of developing the remainder of this campus.

Consent Agenda
a. Approval of Consent Agenda items:
   Motion #13-116: Consent to approve the meeting minutes for May 14, 2013.
   Motion #13-117: Consent to approve Second Quarter 2013-14 Foundation Budget.
   Motion #13-118: Consent to approve proposal to establish permanent Scholarship Committee.
   Motion #13-119: Consent to approve revised Investment Policy.
Motion to approve the minutes of May 14, 2013 by Bill Kearney, seconded by Larry Hibbler. Motion to approve the 2nd Quarter 2013/14 Foundation Budget by John Notter, seconded by Blaise Simqu. Unanimous vote for approval to establish permanent Scholarship Committee. Motion to approve the revised Investment Policy moved by Peter Wollons with a second from Blaise Simqu.

University Update

President Rush welcomed everyone to the Channel Islands Boating Center where this evening’s meeting is held. This is a wonderful facility maintained by CSU Channel Islands and is here for use by both the University and community. Originally, the California Department of Water Ways put out a grant to build this Center, in concert with the County of Ventura and the Harbor District. They needed an educational institution and this is where Channel Islands University came in. The University does not own the facility, however, we do operate it. This past summer the CI Boating Center opened for the first time for a Summer Youth Watersports Camp and was very successful. Next year’s program is already booked with a waitlist. The facility is also available for meetings and retreats for community businesses. There is a complete kitchen facility for catering and outdoor deck which overlooks the Harbor.

CI has a partnership with the National Park Service (NPS) for Santa Rosa Island where we have placed a research station, CSU Channel Islands Research Station at Santa Rosa Island. The research station will be opened up for other Universities, scholars and research, in partnership with the National Park Service. The facility we are meeting in, CI Boating Center, is in partnership with National Ocean Association (NOA). Our goal is to take both partnerships with NPS and NOA and build more programs. This will allow CSU Channel Islands to become the Southern California Marine Studies Center which will include study of the coast, development on the coast, ocean, Islands habitat, environmental science and use of a drone which will be used for research on Santa Rosa Island. This research station has the potential to become an international study center for CI.

President Rush announced the departure of Dr. Terry Ballman, Spanish Professor and Dr. Renny Christopher, Associate Provost. Dr. Ballman has accepted a position as Dean of Arts & Humanities with CSU San Bernardino. Dr. Ballman conveyed her appreciation to the Board and thanked them for the opportunity to get to know each member. Dr. Christopher has accepted a position as Executive Vice Chancellor for Academic Affairs for the Washington State University, Vancouver. We would like to extend our congratulations to both Dr. Ballman and Dr. Christopher who have been instrumental to the development of CSU Channel Islands and will be greatly missed.

Dr. Greg Sawyer, Vice President for Student Affairs, has volunteered to be our Athletic Director. California Collegiate Athletic Association (CCAA) has contacted CSU Channel Islands in regards to submitting a report for which CI plans on starting an athletic program. CCAA is saving a place for CI in the Division II conference. Dr. Sawyer has been commissioned with getting this plan ready to move forward. We may start with one or two programs in the intercollegiate athletic competition this year. We have a vigorous club program we can place and Dr. Sawyer will be working on this.

Enrollment Numbers will be over 5,000 head count this year. With anticipated state funding, per Chancellor Timothy White, expected growth is 8 – 12% over the next four years with sustained money. The difference between our funding at Full Time Equivalent (FTE) level in total and funding
received from the state is 22%, where the average is 7%. We are hopeful the funding will come together for continued growth for CI.

Update on CSU Policies & Procedures. Therese Eyermann, Chief of Staff, shared with the Board on receiving a copy of CSU Policies & Procedures. Periodically these polices are brought forth to review for up to date measures. The Board will receive them by email soon. We value your time in reviewing and input.

President Rush extended both recognition and a thank you to Board member Blaise Simqu, who has stepped forward in developing the Speaker Series for CSU Channel Islands.

New/Old Business

a. Finance Committee Report
   i. Board member Douglas McRae reported on the Foundation’s investment policy and the Request for Proposal (RFP) process. Mr. McRae distributed the investment policy statement to the Board for review.
   ii. Recommendations from the Finance Committee: A change in the number of years an investment advisor working with the Foundation must have. They would like the number of years increased, as well as the number of investments that are managed. Also, a review of the spending policy, the consensus of the Finance Committee felt that having a 5% spending policy would be best reduced to a spending policy of 4% on assets for an annual basis. Target Asset Allocation, the committee increased the target for equities from 35% to 40% and reduced the target level for fixed income from 30% to 25%. The committee felt having interest rates remain at depressed levels for another year, or so suggests when we do get a movement in interest rate, it is a movement up. Managing fixed-debt portfolios against rising interest rates with a declining long-term bond prices will be more of a challenge and the committee felt it best in reducing exposure on the bond side.
   iii. Another observation in the following: Total return, prudent man rule and social responsibility. These had not been a part of the Investment Policy statement before and the committee added this change.
   iv. RFP – Canterbury Consultants of Newport Beach have been managing the endowment funds for the last 10 years now. For longer term performance, the Finance Committee felt we are long overdue in looking at another manager. We will be dropping an RFP to Beacon Pointe, Northern Trust, Goldman Sachs, Rabobank and Merrill Lynch. We will be posting the RFP on line also for the public. A decision on the top three will be made with follow-up interviews in early October. The Finance Committee will then make their recommendation to the Executive Committee in November, with this information shared with the entire Board for approval at the November 19th meeting date. By the first of the year, we would like to have a new manager on board for CSU Channel Islands Foundation.
Staff Reports

Task Forces

a. Courtyards
   i. Nichole Ipach reported on behalf of Steve Blois. First phase is concluded and we now have another phase to go to complete the Center Mall. The two pepper trees in front of the Bell Tower will be removed and relocated. Also, a water system will need to be moved out of the way. There is more engineering and design work to be completed, along with determining where to locate additional pavers. There will be planters placed on either end of the Center Mall and seating areas. The design work has been for the most part, donated by engineer group, Benfield and Smith. Once this is complete we will have a more definite timeline for completion. We will section the Center Mall design for naming opportunities for donors and people to participate to have their name on a tree, paver or bench; all funds received for the Leave Your Mark campaign will help the University.
   ii. Calleguas Municipal Water District has agreed to renovate an entire Courtyard on campus. They have two criteria: 1) A design that includes drought-tolerant plants and 2) They would like the Courtyard to be in a visibly high-traffic area. Once we identify a Courtyard that they would like, Steve Blois will take the lead in working with Calleguas Municipal Water District to get this project started.
   iii. We greatly appreciate all the work Steve Blois is doing for the University and extend our gratitude.

b. Athletics
   i. President Rush reported on behalf of Mark Hartley, who is Chair for the Event Center Committee. We are looking for a lead donor and additional prospects for naming opportunities on the Event Center. Also, Board member, Emilio Pozzi, has been making connections with prominent people in regards to interest in building a soccer stadium and professional fields here on campus.

c. Scholarship
   i. A request was made for a volunteer to Chair the Scholarship Committee. Upon recommendation from the Scholarship Task Force, they felt having a permanent committee would be beneficial.

d. Engineering
   i. President Rush reported on behalf of Neil Paton. Engineering program is now under the direction of Dr. Gayle Hutchinson. On behalf of the University, President Rush extends a thank you to Neil Paton and Peter Wollons for their work on this Task Force. We will be moving forward on an Engineering program.
Save the Date

Sunday – Sept. 15, 2013  
Dodger Day - Alumni & Friends Association  
Tania Garcia, Director of Alumni Relations reported. Tania commented on the strength of our Alumni network, noting both guests at this evening’s meeting, Ryan Gallagher and Francisco Behr have family that has graduated from CI. Mr. Gallagher’s wife is a CEO of a start-up company in Santa Barbara and Mr. Behr’s son has received a large project as a designer in San Francisco. A thank you to the Board for helping produce wonderful graduates and to those Board members who hire CI graduates. This is our 10th annual Dodger Day. The popularity of this event is growing and to date we have sold over 100 tickets. As we build our athletics program we realized we needed a mechanism to show our CI pride and have now partnered with the community. This year we have partnered with Port Hueneme Naval Base. Captain Larry Vasquez will be throwing the first pitch. This gives CI a wonderful opportunity to build great relationships in the community. A special thank you to Celina Zacarias, Director for Government Relations, she has done a fabulous job of getting the local chambers on board and has done a little fundraising for us. Our goal this year is to reach $10,000 in scholarships. Tickets are selling fast and we hope to see everyone there.

Thursday – Sept. 20, 2013  
Scholarship Reception  
CSU Channel Islands – Grand Salon

Saturday – October 5, 2013  
President’s Dinner  
Committee Chair Jane Rush reported. To date we have raised $108,000 in underwriting the event. Many of the dollars have come from our Board members. We thank you very much -  
Blaise Simqu & Sage Publications: Platinum Sponsor  
Peter & Karen Wollons: Gold Sponsor  
Montecito Bank & Trust: Reception Sponsor  
Larry Hibbler (Simi Valley Ford): Valet Sponsor  
Bill & Elise Kearney: Bronze Sponsor  
Emilio Pozzi: Copper Sponsor  
John Notter and Henry Dubroff have also contributed in-kind items for the President’s Dinner  
On behalf of the committee, we would like to extend a special thank you to all who have supported the President’s Dinner this year. Steve Blois will be honored with the Lagomarsino Award this year.

Saturday – Dec. 8, 2013  
Holiday Open House  
Rush Residence – Camarillo
Special Announcement

Alicia Milanowski, Student Representative on the Board, has completed her annual term. President Rush thanked her for her commitment and expressed to the group that she has been a wonderful representative of the students here at CI.

In November there are a couple of members retiring from the Board. They have been outstanding colleagues serving on this Board. President Rush encourages all members to attend the next meeting to extend their personal thank you.

Meeting adjourned @ 7:11 pm

Next Meeting:

Tuesday, November 19, 2013
John S. Broome Library - J. Handel Evans Conference Room - 2nd Floor
CSU Channel Islands

APPROVED: 8/7/2014
Date

Neil Paton, Secretary