



**Regular Meeting Minutes
Monday, November 8, 2021**

The California State University Channel Islands Site Authority (SA) met on Monday, November 8, 2021, at 11:30 a.m. virtually via teleconference (Zoom webinar).

Site Authority Board Chairperson Linda Parks called the meeting to order at 11:31 a.m. A quorum was established.

Members present:

Supervisor Linda Parks, Chair; Trustee Larry Adamson; John Broome, Jr.; Supervisor Bob Huber; City Councilmember Shawn Mulchay; Interim President Richard Yao

Regrets:

Assistant Vice Chancellor Robert Eaton, Vice Chair

Alternates present:

Laurie Nichols, AVP Administrative Services/HRO

Others present: Marc Mootchnik, University Counsel; Stephanie Bracamontes, Controller; Nathan Bowden, Director of Strategic Operations; Thomas Hunt, AVP Facilities Services; Barbara Rex, Site Authority Treasurer; Paula Robertson, Interim Site Authority Secretary; Terry Tarr, Associate Architect, Planning, Design & Construction.

Guests present:

Aaron Filene, Manager, CohnReznick; Nicole Stan, Director, CohnReznick

OPENING STATEMENTS

Chair Parks called for public comment (pursuant to Government Code Section 11125.7).

Public Comment Period

Tom Bokhart, a townhome owner in University Glen, read a letter addressed to the board which was submitted in the board packet. The first item focused on differences observed in the rules and regulations between owners and apartment renters. The second item questioned the progress of moving the fund reserve balances to interest-bearing accounts.

Board Member Comment Period

Chair Parks complimented the staff on the good press received on the 32-acre project.

CONSENT AGENDA

- Approval of Minutes of August 9, 2021 meeting
- Approval of 2022 Meeting Calendar (Parks)

- CI Power/CAISO Update (Hunt)
- Site Authority Operations Update (Nichols)
- Financial Report (Bracamontes)

Approve Consent Agenda

Motion by Larry Adamson to approve the consent agenda. Seconded and carried unanimously by roll-call vote.

INFORMATION AND ACTION ITEMS

INFORMATION: Update on 32-Acre Development Project (Nichols/Bowden)

Nathan Bowden highlighted the items noted in the 32-Acre Development Update provided in the board packet. It was noted that the construction schedule was also included in the packet. The following questions were asked:

- Is the critical date for the permit being met? Terry Tarr responded that December 2, 2021, is the date required to begin the project. Mr. Tarr noted that the demolition phase is in progress so it meets the required date.
- Will there be a preference given to current University Glen (UG) residents? Nathan Bowden responded that there is no preference given beyond the existing priority system.
- Can early notice of the releases be provided to current UG residents? Nathan Bowden stated he will take the suggestion back to the developers to discuss and will report back.

ACTION: Approval of Audited Fiscal Year 20-21 Financial Statement for Site Authority (CohnReznick)

Nicole Stan stated CohnReznick issued an unqualified opinion for the audit of the fiscal year 2020-21 financial statements for the Site Authority, which is the highest assurance level. She gave thanks to Stephanie Bracamontes and her team. Nicole Stan read the *Required Communications with Those Charged with Governance*, which was included in the board packet.

It was noted that the sentence on page 13 under Note 1 reads "...in July 2017 the Trustees adopted a revised Master Plan that increases the density to 1,258 acres." The sentence should state 1,258 units and not acres. Nicole Stan noted the correction to be made.

Motion by Larry Adamson to approve the audited fiscal year-end 20-21 financial reports of the Site Authority. Seconded and carried by unanimously by roll-call vote.

A discussion ensued regarding the significant increase in the operating expense during the year. Ms. Bracamontes noted that the rental operations expense increase is related to the subsidy that is paid to Kennedy Wilson which supports the faculty and staff apartment rental units. Regarding the CI Power expense, Ms. Bracamontes further noted that additional expenses increased as the switch was made from a standby mode to an RMR operation during the year. An RMR agreement was entered into in 2020 for the first time. Several unknowns, including negotiating a contract, resulted in less revenue than forecast. There is an extension going into 2022, and after learning from the lessons of 2021, it is hoped that more income will be received next year. The revenue will still not be what was originally anticipated

going into the RMR agreement. Thomas Hunt noted he could provide a breakdown of costs for the board's review.

INFORMATION: Campus Update (Yao)

President Yao reported that the safety procedures and attention to detail on campus have paid off.

- The fall semester classes are 62% in-person and 38% online. Pre-COVID in-person classes were 72% of the total classes held.
- Several vaccination clinics have been held. Testing on campus and continued mask-wearing indoors, contact tracing and communication protocols remain in place. The precautions have proven to be effective.
- Since August there have been 36 total confirmed cases on campus. There is no documented spread due to classroom exposure.
- The vaccination campaign has been successful. Ninety-eight percent of enrolled students, who are taking at least one class in person, and almost 98% of staff have certified their vaccination status.
- Planning for the spring semester is underway and trends in COVID will continue to be monitored and assessed.

The leadership is now able to focus on academic planning, strategic and management plans, and graduation initiatives to increase graduation rates and close equity gaps.

- The graduation target for 4-year students was surpassed for the 3rd consecutive year. Over 80% of the 4-year cohort graduated and there was a 5.1% increase in the 2-year transfer graduation rate. The campus is on track to meet the GI-2025 goal. Fall 2019 and 2020 freshman cohorts reflected a one-year retention rate of 83% and 82% respectively.
- The campus received a positive review for accreditation. The thematic assessment is underway, and the formal submission will be in May 2022. An official site visit will be in Spring 2024.
- Phases 2 and 3 of the commitment to restoring the path on Satwiwa were completed.
- The Department of Education awarded CSUCI an HSI grant of almost \$5M to promote diversity in students pursuing a STEM degree. The CSUCI team that pursued the grant was led by Michelle Hasendonckx and Cindy Flores. The funds are to be used to encourage students in high school and community colleges to enter the STEM field.
- Washington Monthly named CSUCI as one of the top 25 performers in the "Social Mobility Index" and in the "Best Bang for Your Buck" colleges in the West.
- The campus received a \$300,000 grant from the ECMC Foundation for the Martin V. Smith (MVS) Business School of Business & Economics to start a pilot for transfer students which includes embedded peer-to-peer support in the curriculum as well as financial support.
- Dr. Susan Andrzejewski has been officially appointed Dean of the MVS School of Business & Economics.
- Dr. Brian Sevier, Dean for the School of Education, has established a teacher residency program to assist student teachers with the financial burden of paying tuition while completing their student teaching hours.

The following questions were asked.

- What is the status of fall enrollment on campus and hybrid classes?

President Yao noted that CSUCI is down about 9.5% in enrollment from last year which is significant. Additionally, there is concern that community college enrollment is down. President Yao stated that the 2-year transfer student enrollment was flat last year but may be down this year. Articulation agreements and pathways are being looked at to increase the pipeline. There is also consideration of a dual admissions process. The campus is engaging in a master plan for academic programs which includes engaging the community.

President Yao further noted that for spring, the percentages are looking the same for in-person versus online classes. First and second-year students prefer in-person and third and fourth-year students seem to prefer online.

- Are you looking at continuing the opportunity to do online courses?

President Yao stated that the desire is to meet the needs of the students. Any significant changes to modalities may need review. The Department of Education has allowed the changes to be made without review because of COVID. This may change in the spring.

INFORMATION: University Glen Community Advisory Group Update (Nichols)

Laurie Nichols noted that the Community Advisory Group meets on a monthly basis and has representatives from the Homeowners Advisory Committee, the Site Authority, Mission Hills apartments, and Kennedy Wilson. Bill Robe has led the group since 2016 and has decided to retire. He will be honored at the next meeting in February.

Ms. Nichols further noted the community came together for a successful Halloween celebration which included a costume contest and two movies. Goody bags were put together and handed out to over 90 children. The 32-Acre Project was announced at the Homeowners Advisory Council meeting in October and a town hall is planned for December 4 for all of the University Glen community to attend and have their questions addressed.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:25 p.m.

APPROVED

California State University Channel Islands Site Authority Board

Paula Robertson
Paula Robertson, Interim Secretary

2/28/2022
Date