Dr. Ed Teyber called the meeting to order at 3:04 p.m.

A. Introductions

Debbie Burns thanked everyone for coming and introduced Christia Williams, UEC Human Resources Manager, to the Board. The reminder that this meeting was open to the public was shared with the Board. However, there were not any additional guests present at the meeting.

B. Approval of Annual Salary Schedule for CalPERS

RECOMMENDATION:

It is recommended that the Board of Directors approve the pay schedule for University Enterprises Corporation at CSUSB, as required by CalPERS.
BACKGROUND:

CalPERS recently adopted California Code of Regulations, Title 2, Section 570.5 and Amended CCR 571, Subdivision (b), requiring that pay schedules be publicly available. The regulation requires that each pay schedule include: position title for every employee position, pay rate for each position, and time base for each pay rate. Among other things, the regulation also requires that “compensation earnable” will be limited to the amount on a pay schedule that meets all of the established criteria and identifies how the pay rate may be determined where employers fail to meet the requirements.

This regulation applies to all employers reporting compensation to CalPERS and requires that it be approved and adopted by an employer’s governing body in accordance with applicable public meeting laws.

Therefore, it is recommended that UEC’s Board of Directors approve the current pay schedule dated December 1, 2012.

BOARD DISCUSSION:

Christia Williams provided the Board with the 2012-2013 Pay Schedule as required and applied by CalPERS. She stated that this pay schedule has been reviewed and approved by legal counsel.

Board members had questions regarding the pay ranges and job titles to which Christia Williams responded to them. The Board suggested that some pay ranges should not be annual and therefore could be removed from the annualized column. Christia agreed to make these changes.

BOARD ACTION:

The Board approved the Salary Schedule for CalPERS with some minor changes.
(Gardner/Almogela/Unanimous)

The meeting adjourned at 3:17 p.m.

Minutes approved by: 

Date: 3/13/13
Dr. Ed Teyber called the meeting to order at 3:25 p.m.

A. Introductions

Ed Teyber opened the meeting and thanked everyone for coming. Lois Carson joined the Board meeting via telephone.

B. Welcoming Remarks

President Morales thanked everyone for coming to the meeting as well as supporting UEC and the University. Last week Dr. Morales had the opportunity to attend his first commencement as president. He enjoyed shaking the hands of and honor over 900 graduates. In addition he attended the Presidential Excellence Scholarship banquet where over 200 students were recognized as the top 1% of their graduating class. President Morales stated that he would like to see our honors program expanded.
President Morales touched on the current budget. He believes that the budget and the economy will slowly begin to turn around and that the investment in education is what is going to move the economy. When the budget does turn around one of his priorities is going to be investing in full-time faculty and filling staffing needs.

President Morales briefly updated the Board on the Bartholomew Williams tragedy involving University Police. The police involved are on administrative leave while the San Bernardino City is investigating. There will be communication going out to the campus community as new information is discovered and there will be counseling available for support.

C. Approval of the Minutes – September 27, 2012

The minutes of the September 27, 2012 were reviewed and approved as written. (Gardner/Mendoza/Unanimous)

D. Executive Director’s Report

Debbie Burns, Executive Director, updated the Board regarding the status of UEC operations and other relevant matters. First, Debbie provided the Board members with an updated organizational chart. There has been some confusion of the reporting structure since the reorganization and the name change. Additionally, Debbie has taken on additional responsibilities and this change has contributed to confusion as well. The new organizational chart will also be added to the UEC website.

At the last Board meeting Frank Rincon enquired about healthcare contributions and how much they have increased or decreased. A handout was provided giving the comparison between 2012 and 2013 of the employee and the employer contribution. Debbie reminded the Board that it would take a Board resolution in order for UEC to pay more than a 2.5% increase each year.

There was brief discussion about looking at the distribution of the Coke Sponsorship to campus. This will be discussed in future Commercial Enterprises Committee meetings.

There have been many discussions regarding a new housing project across the street from campus which would require a dining facility. Debbie has approached Sodexo about a capital contribution. Sodexo responded to Debbie with the detail of what they would be willing to invest for a term extension. President Morales asked that a Dining Consultant is brought in to evaluate what could be expected based upon national data, before any decision is made. In addition, he would like a Dining Consultant to review the commission that we receive from Sodexo, meal plans, the agreement and other items associated with current projects. President Morales also wanted to review the amount of the revenue that the Student Union brings in through dining and figure out if they are getting their fair share. Debbie expressed that although UEC gets the 2.5% in commissions, there are expenses that go along with holding the contract including repairs and maintenance as well as other miscellaneous charges.
E. Financial Update

Debbie Burns provided an overall financial update. An income statement for the period ending October 31, 2012 was provided. The current year-to-date net income is ahead of budget by over $20,000. Debbie noted that the balance sheet in December will reflect a two million dollar decline in assets because the Murillo Family Observatory will be taken off the UEC books and transferred to the State.

Diane Trujillo, Director of Sponsored Programs Administration, and Jeff Thompson, Associate Provost for Research, reviewed the financial status of Sponsored Programs for the period ending October 31, 2012. The current year-to-date of indirect that has been collected is less than last year’s collected indirect. Diane explained that the reduction of expenditures has a direct relationship to the decrease in indirect that is available to distribute to the campus. Jeff further explained that the expenditures are down due to major programs being closed.

F. Committee Reports

In lieu of committee presentations to the Board, drafts of all minutes of Standing Committees are provided with this board-meeting package.

The meeting adjourned at 4:38 p.m.

Minutes approved by: [Signature]

Date: 3/13/3