

CAL STATE L.A.
UNIVERSITY AUXILIARY SERVICES, INC.

BOARD OF DIRECTORS MINUTES

ZOOM/ IN-PERSON MEETING
WEDNESDAY, MAY 17, 2023

Present:

Ya-Chih Chang	Professor of Division of Special Education & Counseling
William A. Covino (Chair)	President
Grace Castillo	Interim VP of Student Life
Annie Ekshian	Lead, Distribution Center and Inventory
John Eleby	ASI, VP for Academic Governance
Queen King	Interim Vice President & CFO Administration and Finance
Rui Hu	Professor of Department of Accounting
Dale S. Zuehls	Community Director, Zuehls, Legaspi & Co.

Absent:

Kristine Bezdcny	Academic Senate Chair
Tye Jackson	Dean of College of Business and Economics
Jeffrey Underwood	AVP for Research

Management:

Tariq Marji	UAS Executive Director
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Staff:

Ernesto Argumaniz	UAS Corporate Contracts Manager
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Yaraseth Alvarado

UAS Administrative Supervisor

Guest:

Carlos Beltran

Director of Budget Administration

Daniel Keenan

UAS Executive Chef

James Goodrich

Director of the Anna Bing Arnold
Children's Center

I. CALL TO ORDER

Interim VP Queen King called the meeting to order at 12:04 am.

II. APPROVAL OF 03/22/2023 MINUTES

Dale S. Zuehls moved, Annie Ekshian second and motion carried to approve the minutes of the March 22, 2023, minutes.

III. INTRODUCTION OF NEW BOARD MEMBERS

Interim VP Queen King introduced the new board members, Grace Castillo, Interim VP of Student Life.

IV. NOMINATION AND ELECTION OF BOARD VICE PRESIDENT

Interim VP Queen King called for a motion to formally appoint Grace Castillo as Vice Chair to the Board of Directors for the University Auxiliary Services.

Dale S. Zuehls moved, Ya-Chih Chang second and motion carried to approve Grace Castillo as Vice Chair to the Board of Directors for the University Auxiliary Services.

V. FINANCIAL REPORTS

Tariq Marji presented a quick highlight of financial report for the month of March 2023.

In cash and cash equivalents, the cash on hand had decreased from \$5.4 million in the beginning of the year to \$4 million. The decrease was due to a required contribution of \$1 million to post-retirement health benefits. Account receivables increased by \$1.5 million due to grants and catering events.

Total revenue increased to \$9.9 million. 50% of the revenue is attributable to campus

programs and UAS operations.

VI. EXECUTIVE DIRECTOR'S REPORT

Tariq Marji presented the UAS Executive Director's Report.

The Office of Sponsored Programs submitted \$73M in grant activities and was awarded \$28.5 million. The ratio for submission vs awarded was 39%. Last year, this ratio was 25%, an increase of 14% from last year.

On behalf of Post Award Administration, UAS contracted with Team Partners to calculate and build a new Facilities and Administrative (F&A) proposal. The completion of the F&A report is estimated to be about 4-6 months. The report should be completed by June.

The PI meet and greet had a great turnout. A revised website was presented, including new online recruiting and onboarding features.

Daniel Keenan announced Panda Express began demolition and expects operations to open in eight weeks. Foot traffic has increased in the dining. Orientation is being held in person once again. Thirty to thirty-five orientations were held over the summer. Each session brought in about 350 new students to campus. He concluded by announcing the presence of a new vending machine offering Boba and Tea. It has proven to be extremely popular as it is being refilled twice a day.

John Eleby asked if more boba machines will be placed around campus.

Daniel Keenan replied that King and Salazar Halls would be more likely to receive additional vending machines due to the high foot traffic. He is working to stated secure a second vending machine for the fall semester.

Dale S. Zuehls asked if overall increasing cost is a concern.

Tariq Marji replied that the challenges they are facing is retaining employees and inflation. He is evaluating a different catering model and reviewing a "pick-up-and-go" service, like Jimmy John's.

The LA BioSpace had its grand opening on April 14th from 10am to 1:00 p.m. Marji noted that 200 guest attended, including US Congresswoman Judy Chu, US Congressman Ted Lieu and US Representative Jimmy Gomez.

2023-2024 PROPOSED BUDGET

Tariq Marji announced that the FY 23/24 proposed budget was submitted. The FY 23/24 proposed budget was completed by the management team. However, during a close review of the proposed FY 23/24 budget, and the rapid changes in the Executive

Committee, UAS realized there was not enough time provided for a thorough review of the proposed FY 23/24 budget. The FY 22/23 budget was submitted for approval to continue to operate. The proposed FY 23/24 would be presented at the next Board meeting for approval to allow time for the new Executive Committee to review the budget.

2023-2024 BUDGET RESOLUTION

Annie Ekshian moved, Ya-Chih Chang second and motion carried to approve the 2023-2024 Budget Resolution adopting the FY 2023-2024 budget.

VII. AMENDMENT TO BYLAWS

Tariq Marji reported that the bylaws needed to be updated due to the Chancellor's Office recommendations from an internal audit. The by-laws have remained the same for the past 14 years. The recommended update related to the composition of the Board and structure of the standing committee. The bylaws were amended to read "up to 17 members and update the structure of the standing committee, with the exception of the Audit Committee, to give the board power to assemble any committee at any time based on UAS needs ((e.g., the purpose, duration, and reason and conclusion). Both revisions were sent to the Chancellors Office for review and approval.

Grace Castillo moved, Williams Covino second and motion carried to approve the amended UAS By-Laws.

VIII. CHILDREN'S CENTER REPORT

James Goodrich reported that the children center is currently at capacity. An audit with the Department of Education and the Department of Social Services was recently completed, the outcome was positive. The center hosted a series of events (e.g., teacher appreciation, a potluck, and open house). The center is applying for a C-Campis grant and proposing a 3% increase in effective July 1st. The last increase occurred two years ago. Subsidy rates are still available to students. The expansion of the center is being explored but are in the in the initial stages.

Tariq Marji commented regarding adjacent land for a second children's center location. The construction expense is estimated to be \$6-\$8 million dollars. New centers are costly and do not self-sustain. Grants are other options being explored.

Grace Castillo asked if offering evening hours have ever been explored.

James Goodrich responded that the center offered evening hours a couple of years ago, but the demand was minimal. He plans on completing a new assessment. An assessment would also help with applying for new grants.

Grace Castillo inquired regarding the waitlist and the admission of at risk or special needs children.

James Goodrich replied that the center does accept at risk and special needs children if the center is able to meet the child requirements and needs. Currently, there are three waiting lists, 1) students, 2) staff/faculty and 3) community, totaling about 300 people. The wait times is between 3 months to a 1 year. Cal State LA students always get priority in admissions.

William Covino recommends the expansion of the center be a standing item on the agenda. He would also like the committee to check in with Jose Gomez about where the discussion is with legislatures to acquire the adjacent land for CSULA.

IX. PUBLIC FORUM

There was no public form at this time.

X. ANNOUNCEMENTS


Next Board of Directors meeting is scheduled for Wednesday, September 21, 2023.

Interim VP Queen King thanked Dr. Williams Covino for his contribution to CSULA and wished him a happy retirement.

XI. ADJOURNMENT

The meeting was adjourned at 12:47 pm.

Approved by the Board of Directors, September 20, 2023



QUEEN KING, ACTING SECRETARY
UAS BOARD OF DIRECTORS





05.17.23 AUS Board of Directors Minutes Draft (QEK 9.18.23)2

Final Audit Report

2023-10-09

Created:	2023-10-06 (Pacific Daylight Time)
By:	Yohana Coronel (ycorone3@calstatela.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAeWz1p5a4eLvWLBiBmXvV-VcXyg0ueOb5

"05.17.23 AUS Board of Directors Minutes Draft (QEK 9.18.23)2" History

-  Document created by Yohana Coronel (ycorone3@calstatela.edu)
2023-10-06 - 10:20:30 AM PDT
-  Document emailed to Queen King (qking2@calstatela.edu) for signature
2023-10-06 - 10:20:55 AM PDT
-  Document e-signed by Queen King (qking2@calstatela.edu)
Signature Date: 2023-10-09 - 11:15:30 PM PDT - Time Source: server
-  Agreement completed.
2023-10-09 - 11:15:30 PM PDT