

**THE UNIVERSITY CORPORATION
Board of Directors
March 9, 2021**

A meeting of The University Corporation Board of Directors was called to order by Chair Erika D. Beck at 3:01 p.m. on Tuesday, March 9, 2021 via Zoom Conference Call at California State University, Northridge. A quorum was present.

Members Present via computer video and audio:	Jacob Akopnik, Erika D. Beck, Mechelle Best, Harvey Bookstein, Miya Butler, Matthew Contreras, Colin Donahue, Ronald Friedman, Carlos Fuentes, Hamid Johari, Rose Merida, Dave Moon, Jerald Schutte, Ben Yaspelkis
Members Absent:	Michael Meeks, Michael Phillips
Staff Present via computer video and audio:	Heather Cairns, Rick Evans, Tim Killops, Cindy Ruan, Grace Slavik, Linda Turner, Karina Ward, Lih Wu
Others Present via computer video and audio:	Amy Berger, Elizabeth Corrigan, Sue Duits, Genevieve Evans Taylor, Omar Galvez, Nicole Hamzaeff, Catherin Kniazewycz, Brian Lacey, Charlene Manzueta, Kylene Ott, Mary Perry

ITEM I INTRODUCTION

CSUN President and new Chair of The University Corporation Board, Dr. Beck introduced herself to the Board of Directors and meeting attendees. Executive Director, Rick Evans facilitated introductions of TUC's Board of Directors.

ITEM II APPROVAL OF OCTOBER 19, 2020 MINUTES

MSP (Fuentes/Schutte): That the minutes of the October 19, 2020 Board of Directors meeting be approved as circulated.

ITEM III CHARTWELLS HIGHER EDUCATION UPDATE

Mr. Evans reported that Chartwells Higher Education (CHE) has provided excellent selections and service to the 200+ students living in housing. Additionally, CHE has maintained a safe environment, with the ongoing implementation of their COVID-19 mitigation plan which included all their employees receiving COVID tests twice monthly.

Kylene Ott, Chartwells District Manager, introduced Omar Galvez, Chartwells Resident District Manager, and Nikki Hamzaeff, Chartwells District Marketing Manager. Mr. Galvez presented an update on staffing, Fall COVID-19 Safety guidelines, and retail dining enhancements. Ms. Hamzaeff presented on student engagement programs including virtual teaching kitchens, monthly promotions, welcome back BBQ, and themed celebrations as well as the newly refreshed G'mos dining location. Ms. Hamzaeff also provided an overview on the various meal plans offered to on- and off-campus students.

Mr. Galvez reported on the changes made resulting from customer feedback received including hours of service, increased food variety offered at the convenience store, and meal plan flexibility. Mr. Galvez also provided a sustainability report on G'mos food offerings and operations.

Heather Cairns, Director of Administrative Services, presented on the opening plans for fall 2021 and spring 2022. For fall 2021 and spring 2022, the assumption is that there will be 25% and 70% respectively foot traffic on campus. Ms. Cairns outlined the number of anticipated meal plan participants and which dining locations will be open during the semester.

Dr. Schutte asked about an assembly bill that extends the numbers hours of paid leave for food service worker during the COVID-19 pandemic. If TUC is still the owner of the Profit and Loss, how would this affect the bottom line? Ms. Ott stated that if the assembly bill does go through, CHE would be required to follow the letter of the law. Ms. Ott also stated that if there were an immediate need for associates there is a people share program through Compass Group, the parent group of CHE. Dr. Schutte stated that assembly bill 778 will require that public sectors will need to purchase their foods from California grown products. Does CHE anticipate any problems with this bill? Ms. Ott stated that most of the purchasing is local as part of CHE's sustainability scorecard and does not foresee the assembly bill having an impact.

ITEM IV ORCHARD CONFERENCE CENTER & CATERING UPDATE

Ms. Cairns reported that the construction timeline remains on schedule. Due to the much smaller population expected for Fall and the uncertainty around when groups may convene for meetings and special events, the opening of the Orchard Conference Center (OCC) is scheduled for Spring 2022.

Tim Killops, Associate Director of Facilities and Operations, presented an update on the progress of the construction at the OCC. Mr. Killops reported that the following items have been installed: ceiling, carpet, HVAC system, divisible walls, sound deadening glass wall, floor tile, lighting, bathroom, kitchen, exterior access ramp and railing. Mr. Killops stated that the estimated construction completion date is April 2021 and still within budget.

Mr. Galvez provided an update on the catering menus and student internships. Ms. Hamzaeff presented on the marketing plan which will be customized to target different groups of customers. The website will be robust with all the resources and information needed to book an event.

Ms. Cairns reported on the potential lunch offerings for the campus community. Due to the delay in the hotel's opening, there will be a longer than expected gap in an on-campus restaurant operation. TUC and Chartwells are exploring the options which include pre-arranged small lunches in the OCC, dining at Bamboo Terrace, and ordering ahead online from a dining location to take anywhere on campus. One focus group with a few board members has been conducted with more to be scheduled with other stakeholders and board members in the coming months.

Rose Merida asked if there were any students in the focus group and if there were opportunities for students to be involved in the focus groups in the future. Mr. Galvez confirmed that students will be included in future focus group meetings. Dr. Mechelle Best clarified that there were two different focus groups mentioned and only one was pertaining to the OCC which involved a small group of board members that were more directly involved with the faculty experience.

Mr. Evans reported that TUC is currently in discussions with Follett to implement a program to provide all incoming, first time freshmen with their required books and learning materials at no cost to the student for the first semester. Ms. Duits presented on the First Time Freshmen Access Program including pricing, number of book titles, logistics, delivery of course materials, and next steps. Matthew Contreras commented that this program is what the incoming freshmen students need right now. Mr. Akopnik, via the chat feature, stated that he agreed with Mr. Contreras.

ITEM VI HOTEL PROJECT UPDATE

Colin Donahue, Vice President for Administration and Finance, provided an update on the hotel project. Construction on the hotel was set to start in July of 2020 but was stopped due to the immediate impacts of the COVID-19 pandemic. The development team, led by Corvias, has continuous communications with CSUN and TUC. Although the Access and Option Agreement will expire at the end of March, TUC and CSUN are looking to continue the relationship with Corvias. Corvias remains committed to the viability of the project.

ITEM VII ANNOUNCEMENTS

There being no further business, the meeting adjourned at 4:26 p.m.

Respectfully submitted,

Colin Donahue, Recording Secretary