

**Research Foundation****Board of Directors Meeting****March 5, 2021****9:00 a.m.****MINUTES**

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A meeting of the Board of Directors of San Diego State University Research Foundation was held virtually on Friday, March 5, 2021 pursuant to the notice duly posted for public information.

**The following Officers were present:**

Adela de la Torre, President

Hala Madanat, Vice President

Karen Emmorey, Secretary

Agnes Wong Nickerson, Treasurer

Michèle Goetz, Associate Secretary-Treasurer

**The following Directors were present:**

Guadalupe X. Ayala

Christian Holt

Jennifer Thomas

Bill Brack

Salvador Ochoa

Ming-Hsiang Tsou

Vickie Capps

David Page

Robert Zeller

Joan Coppenrath

Randolph Philipp

**The following Directors were absent:**

Craig Hauser

Natalie Mladenov

**The following University administrators and Research Foundation staff members were present:**

Debbie Brighton

Lizette Nájera

Rachel Raynoha

Leslie Levinson

**I. Call to Order**

President de la Torre called the meeting to order at 9:03 a.m.

**II. Consent Agenda**

President de la Torre requested a motion to accept the Consent Agenda.

**Motion:** A motion was made, seconded, and unanimously carried to accept the Consent Agenda for the SDSU Research Foundation Board of Directors meeting thereby approving:

- a) SDSU Research Foundation Board Meeting Minutes of September 25, 2020
- b) Resolution 21-01: Signature Authorization

### **III. Vice President for Research and Innovation Report**

Dr. Madanat provided updates on the status of SDSU Mission Valley's Innovation district including the formation of an external advisory board, and selection of a firm to assist with financial modeling.

She then provided an overview of the investments being made in research including the selection of Van Scoyok and Associates (VSA) as the new Washington, D.C. firm to assist efforts to advance SDSU's profile among federal agencies, the California delegation and congressional committees. In addition, The Implementation Group (TIG) has been contracted to help identify funding sources and provide targeted assistance to faculty. Dr. Madanat updated the board on research advancement staffing and provided an overview of funding allocations that had been made for research assigned time, student research support, university grant program awards and plans for new programming to support teams, centers, and technology transfer initiatives.

Finally, Dr. Madanat shared examples of proposal submissions that if funded will help support the research infrastructure. Discussion ensued.

### **IV. CEO Report**

Ms. Goetz briefed the board on the positive outcome of the transition in reporting lines and emphasized the enhanced collaboration between the research foundation and the divisions of research and innovation and business and financial affairs.

Ms. Goetz gave an update on the impacts of the pandemic on operations, reporting that the research foundation continues to operate and function effectively and efficiently in the remote work environment. She also shared some of the unexpected benefits including increased participation in workshops, training and new employee orientations and shared new initiatives launched to enhance service such as college specific virtual office hours and stated that several capital and tenant improvement projects were able to be completed while buildings were unoccupied.

Ms. Goetz then shared the results of a telework survey sent to central staff to assess experiences during remote work and expectations for repopulation planning. Most respondents reported that morale and motivation were high with both employees and supervisors feeling positive and productive. Ms. Goetz also shared the responses from the survey link on every staff member's email signature that allows for stakeholders to provide feedback about services and employee interactions. 96% of the 394 responses received to date have been positive with 282 providing favorable comments about specific individuals. Ms. Goetz reported that management is assessing how to incorporate best practices implemented during remote work and the service feedback into repopulation plans as public health restrictions begin to lift.

Finally, Ms. Goetz shared the proposal and award trends and reported on two working groups to focus on automating and streamlining subcontracting and travel and procurement processes. The teams will be soliciting input from faculty and project staff on these initiatives.

Discussion ensued.

## **V. Finance and Investment Committee Report**

Chair Wong Nickerson updated the board on the Finance & Investment Committee meeting held on March 2, 2021. Ms. Wong Nickerson reported that the request for an extension on our F&A rate proposal was approved and extended with the base year, for calculation of the F&A rate, now being FY 2022-23. She provided an update on student housing projects, M at College and Montezuma Development. The M at College sale and transfer of the ground lease was completed in December 2020 and Montezuma Development is expected to open for the fall 2021 semester.

The committee also reviewed the 990-tax return and there were no changes to the return as presented.

Ms. Wong Nickerson reminded the board that in 2014, a group of KPBS employees were certified as a collective bargaining unit, Screen Actors Guild – American Federation of Television and Radio Artists (SAG-AFTRA). The current collective bargaining agreement expires on December 31, 2021. Therefore, management plans to start the negotiation process soon. A negotiation team to represent SDSURF and KPBS during negotiations was formed and approved by the finance and investment committee.

Ms. Levinson gave a thorough overview of the mid-year general fund budget including revenue areas, proposals and awards, work in process, as well as expense areas including administration and operations, facilities, investments, personnel costs and allocations to support research. Ms. Levinson informed the board that the mid-year budget assumes a need to \$212,000 from reserves to balance the budget.

Discussion ensued.

Vice President Madanat called for a motion to adopt Resolution 21-02:

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF SDSU RESEARCH FOUNDATION  
APPROVAL OF SDSU RESEARCH FOUNDATION'S  
FY 2020-21 MID-YEAR GENERAL FUND BUDGET**

**Motion:** A motion was made, seconded, and unanimously carried to approve Resolution 21-02.

**RESOLVED, That the mid-year General Fund Budget, as submitted to the Board of Directors at its meeting on March 5, 2021, at a level of \$32,351,000, be adopted as SDSU Research Foundation's budget for the remainder of the fiscal year and forwarded to the President for her approval.**

Ms. Levinson provided information about the Paycheck Protection Program (PPP). Due to the pandemic, Congress passed the PPP loan program in late December. It expanded loan eligibility specifically for public radio and television stations licensed to universities and other institutions. KPBS has been deemed eligible for the loan and will be using the loan entirely for payroll. The loan would fall under the research foundation as KPBS is not a separate legal entity.

Vice President Madanat called for a motion to adopt Resolution 21-03:

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF SDSU RESEARCH FOUNDATION  
APPROVAL OF KPBS PPP LOAN**

**Motion: A motion was made, seconded, and unanimously carried to approve Resolution 21-03.**

**RESOLVED: That the Finance and Investment Committee recommends the Board of Directors approves the KPBS PPP Loan as presented to the board at its meeting on March 5, 2021.**

**VI. Resolution 21-04: Canceling Gift Annuity License**

Ms. Levinson informed the board that prior to 1999 when The Campanile Foundation (TCF) was established, the research foundation accepted all gifts on behalf of SDSU. TCF was finally able to acquire their gift annuity license in 2015. Because there is an annual fee and the license is no longer used, the research foundation would like to withdraw its license. The State of California requires a resolution for this action.

Vice President Madanat called for a motion to adopt Resolution 21-04:

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF SDSU RESEARCH FOUNDATION  
APPROVING  
WITHDRAWAL OF CHARITABLE GIFT ANNUITY LICENSE**

**Motion: A motion was made, seconded, and unanimously carried to approve Resolution 21-04.**

**RESOLVED that management recommends the Board of Directors approve the withdrawal of the charitable gift annuity license with the state of California as presented to the board at its meeting on March 5, 2021.**

## **VII. Audit Committee Report**

Audit Committee Chair David Page reported on the meeting held on March 2, 2021. He stated that the research foundation had 11 sponsor audits, and all were fully completed with no findings. Ms. Rachel Raynoha, SDSURF's CIO, presented on the Information Technology (IT) security and controls and the research foundation's administrative systems. Ms. Hummel of Grant Thornton presented on the planning of the annual audit.

No discussion ensued.

## **VIII. Associated Students Report**

Associated Students (A.S.) president Christian Holt provided a brief report on current activities for A.S. Mr. Holt shared several events planned for the year and updates on the ARC construction.

Discussion ensued.

## **IX. PI Presentation**

Board member Jennifer Thomas presented her research on interventions on Fetal Alcohol Syndrome (FAS).

## **X. New Business**

Vice President Madanat called for any items of new business. Hearing none, she adjourned the meeting at 10:56 a.m.

Respectfully submitted,

Michèle G. Goetz  
Associate Secretary-Treasurer