

**PROGRAM COMMITTEE MEETING**  
**Friday, December 02, 2022 at 1:30-3:00 p.m.**  
Zoom Meeting  
<https://cpp.zoom.us/j/86369389222>  
Meeting ID: 863 6938 9222

**AGENDA**

Committee Chair: Daniel Montplaisir

Committee members: Mayra Brown, Erica Frausto-Aguado, Emily Han, John McGuthry, Cynthia Nelson, Dr. Homeyra Sadaghiani, Dr. Maryanne Tolano-Leveque, Dr. David Speak, Craig LaMunyon

Staff: Clint Aase, Shari Benson, Claudia Burciaga-Ramos, Jared Ceja, Suzanne Donnelly, Yvette Lane, Joanne Mathew, Aaron Neilson, Thomas Sekayan, Randy Wallace, Erika Noriega

**I. ACKNOWLEDGEMENT OF MEMBERS OF THE PUBLIC** who may or may not be commenting on a specific item or making a general comment

**II. CONSENT ACTION ITEMS**

*Items in this section are considered to be routine and acted on by the committee in one motion. Each item of the Consent agenda approved by the committee shall be deemed to have been considered in full and adopted as recommended. Any committee member may request that a consent item be removed from the consent agenda to be considered as a separate action item. If no additional information is requested, the approval vote will be taken without discussion.*

1. Reading of Minutes - Tuesday, May 03, 2022 Meeting minutes	Daniel Montplaisir, Chair	<b>Page</b> 2-3
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**III. GENERAL UPDATES**

2. Introduction of Thomas Sekayan, AED/COO	Jared Ceja, Executive Director/CEO	4-5
3. CEO's Report	Jared Ceja	6-7

**IV. ACTION ITEMS**

4. Policy 123 – Real Estate Acquisition & Development Update	Randy Wallace Jr., Dir. – RE&F	8-12
5. Mid-Year Capital Budget Requests for 22/23	Jared Ceja	13-14

**V. INFORMATION & DISCUSSION ITEMS**

6. Dining Operating Update - Reopening of International Grounds - Market Assessment/RFP - NACUFS Survey	Ericka Noriega, Supervisor & Alumnus Jared Ceja Aaron Neilson, Dir. - Dining	15-16
7. Strategic Priorities Update - Innovation Village Development - Equitable Access	Jared Ceja Clint Aase, Dir. – Bronco Bookstore	17-18
8. Fringe Benefit Rate Change for Grants Budgets	Joanne Mathew, CFO/Financial Servs. Craig LaMunyon, Committee Member	19-22

**VI. OPEN FORUM**

**VII. ADJOURNMENT**

Daniel Montplaisir

**CAL POLY POMONA FOUNDATION, INC.**  
**Program Committee Meeting Minutes**  
**Tuesday, May 03, 2022 at 10:00 am**  
**Zoom**

*Notice is hereby given that a regular meeting of the Program Committee was held by video conference/teleconference on Tuesday May 3, 2022 at 10:00 a.m. to discuss matters on the posted agenda. The meeting notice in its entirety was posted on the internet at <https://foundation.cpp.edu/content/d/Meeting%20Packets/Program%20Meeting%20050322.pdf>*

**Present:** Mayra Brown, Erica Frausto-Aguado, Daniel Montplaisir (Chair), Aliza Ortega, Jocelyn Pacleb, Homeyra Sadaghiani, Ruby Suchecki, Maryann Tolano-Leveque

**Absent:** John McGuthry

**Staff:** Clint Aase, Claudia Burciaga-Ramos, Jared Ceja, Suzanne Donnelly, Alex Hernandez, Yvette Lane, David Laxamana, Joanne Mathew, Aaron Neilson, Craig Walters

Daniel Montplaisir called the meeting to order at 10:02 a.m. Daniel Montplaisir asked Aliza Ortega to introduce herself; Aliza is an Officer of Internal Affairs, and a third-year student of CPP. She expressed enthusiasm and appreciation to serve as a member of the Program Committee.

### **CONSENT ACTION ITEMS**

Approval of minutes for November 09, 2021.

There was a motion made by Ruby Suchecki and seconded by Homeyra Sadaghiani to approve the minutes; the minutes were approved unanimously.

### **GENERAL UPDATES**

1. Executive Director/CEO's Report was presented by Jared Ceja. Information was shared on retired Associate ED, Ernie Kawai who passed on March 31st at the age of 75. Rebranding efforts have led to the approval of DBA, "Cal Poly Pomona Enterprises" with the new colors and work block already created. The mission, vision, and values have been updated, and in progress are logo, tagline, and rollout strategy. Partnership with Tomorrow Partners continues toward completion of rebranding for the organization. The Foundation remains in alignment with the University's progress in their rebranding efforts. Additional information will be shared at the Summer Board of Directors Retreat.

Senior Housing Officers Meeting at KW was a success. Handwritten notes of appreciation have been shared with specific recognition of the excellent food, service, and total experience.

Friday, July 22nd and Saturday, July 23rd are the dates of the Board of Directors Summer Retreat at Kellogg West. Scheduling and formatting of the retreat are in progress and updates are to be shared as they become available. Information to include hotel accommodations for those who wish to make a room reservation for an overnight stay at Kellogg West. Room reservations will be made by the Administrative Office (Yvette). At the request of Daniel Montplaisir, Jared Ceja also shared on the home donation made possible by the Bequest Agreement between CPP Philanthropic Foundation, CPP Foundation, and Linda J. Vogel. Funds generated by this donation will pay for student housing and cover living expenses such as laundry, meal packages, utilities, and more. The Affordable Faculty/Staff Housing Program will also gain a home that will provide funding throughout the year for student housing. The department of Student Affairs will proceed with naming two recipients for this award.

The Hot Dog Caper's program has resumed. Reportedly, the event was the largest ever for the CPP. Opportunities to volunteer at this and other CPP events will be shared at the request of Board members. Jared also announced the grand opening of the Rose Float Lab on Saturday, May 7th.

### **ACTION ITEMS**

2. Capital Budget 2021-22 and 2022-23 Requests

Jared Ceja and Joanne Mathew present the proposed 2022-23 capital projects budget, which will form part of the overall annual budget presented at the upcoming Finance & Investments Committee and full Board meetings.

The total amount requested for capital improvement is \$2,304,830. While this proposed amount has more than tripled in comparison to last year's request of \$624,224, it is significantly smaller than amounts requested in pre-pandemic years. This year's requests include support for health and safety, programmatic, deferred maintenance, and renewal. There are also capital funds carried forward from prior years of \$739,934. The total proposed Capital Budget with prior year carryover is \$3,044,764. The new proposal assumes \$20,000 in funding from the Housing Board Meal Program Surplus reserve, which is considered a normal use of reserve. Its purpose is to use

funding in support of enhancing meal programs for our residential population. What's more, the 2022-2023 Budget report included additional detail reviewing each department's operating budget.

There was a motion and recommendation made by Erica Frausto-Aguado that was seconded by Ruby Suchecki that the Program Committee include the capital projects in the proposed 2022-2023 annual budget and submitted to the Board for review and approval at the next scheduled meeting. The motion was approved unanimously.

#### **INFORMATION & DISCUSSION ITEMS**

##### 4. Bronco Once Card Website Review

Alex Hernandez provides a review of the Bronco Card website, which has been revamped to provide a more user-friendly operation. The updated website has not yet been made public.

##### 5. Pumpkin Fest Recap & LA County Fair Plan (Time Certain 11:00 a.m.)

Craig Walters joined today's Program Committee on location at the LA County Fair. A total of 240 animals were relocated to the exhibition grounds. The exhibition is scheduled to open on Thursday, May 5th to Monday, May 30th. One of the highlights of the season is that the CPP brand will be featured throughout the Big Red Barn at the show.

As shared by Craig, the dates for the Pumpkin Fest are October 1<sup>st</sup> through Sunday, October 30<sup>th</sup>. Last year's event was a success despite the pandemic. There is much anticipation for this year's event. Planning and preparation are underway. Tickets will be available for purchase online. Additional details will be forthcoming.

##### 6. Dining Concepts 2022-23 & Strategic Direction

Aaron Neilson presented "The Path Forward-Fall 2022 Foundation Hospitality Services" - a summation of dining operations for Spring 2022. The total weekly operating staff has increased to 860. Hours of operation have also expanded with 7 establishments now open by 8 a.m. and 10 open 6 p.m. or later. There are 19 active locations in total. (The rest of this presentation has been submitted to save time.)

##### 7. Instant Access & Equitable Access Updates

To save time, this item has been presented to the next scheduled Program Committee meeting and may be moved as an item to the next full Board meeting scheduled for Thursday, May 26.

##### 8. Preliminary Housing Discussion with Mt. SAC

To save time, this item has been presented to the next scheduled Program Committee meeting and may be moved as an item to the next full Board meeting scheduled for Thursday, May 26.

Meeting adjourned by Daniel Montplaisir at 11:28 a.m.

Respectfully submitted,

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Daniel Montplaisir  
Program Committee, Chair



Contact: Julia Carney  
Marketing Development Coordinator  
Cal Poly Pomona Foundation, Inc.  
[jcarney@cpp.edu](mailto:jcarney@cpp.edu)  
909-869-2912

November 17, 2022  
For Immediate Release

**Appointment of Thomas Sekayan as the Assistant Executive Director/Chief Operating Officer of the Cal Poly Pomona Foundation**

The Cal Poly Pomona Foundation is pleased to announce that after an intensive search, Mr. Thomas Sekayan has been appointed Assistant Executive Director/Chief Operating Officer of the Cal Poly Pomona Foundation. In this role, he will directly oversee the division heads for Bookstore, Dining Services, Kellogg West Conference Center & Hotel, and Marketing and will provide oversight to Agricultural Enterprise Programs (Farm Store, AGRIsapes) in conjunction with the College's executive leadership team. Mr. Sekayan is reporting directly to Jared Ceja, Executive Director/Chief Executive Officer of the Cal Poly Pomona Foundation.

Thomas Sekayan is a process-oriented and results-driven Higher Education Business Practitioner with a background in Business Operations for Auxiliary Services. With over 15 years of experience in the higher education auxiliary field, Mr. Sekayan started his career in Student Affairs at California State University, Northridge, and ultimately arrived at California State University, San Bernardino to manage commercial business operations at the University Enterprises Corporation prior to working for the Cal Poly Pomona Foundation.

Thomas graduated from the University of West Florida with a Master of Education (M.Ed.), College Student Personnel Administration and from California State University, Northridge with a Bachelor of Arts (B.A.), Music Teacher Education.

As a Certified Auxiliary Services Professional ("CASP"), awarded by the National Association of College Auxiliary Services, Mr. Sekayan has overseen third-party contracted services for campus dining and bookstore, executed RFPs, led contract negotiations, and is dedicated to streamlined processes. Mr. Sekayan understands the importance of his work at the Foundation and its commitment to Cal Poly Pomona. His promise to students, and the campus community, is to advocate for quality commercial services with a perpetual drive to enhance the Bronco life

## About the Cal Poly Pomona Foundation

Established in 1966, the Foundation provides a wide range of essential services for the campus community, including Dining Services, the Bronco Bookstore, faculty/staff housing, University Village housing, the Kellogg West Conference Center and Hotel, commercial real estate activities and Innovation Village. Additional support includes services provided to The Farm Store, Philanthropic Foundation, Sponsored Programs and more. The Foundation is the largest employer of students at Cal Poly Pomona, providing invaluable work experience to approximately 1,700 students each year.



# ED/CEO's Report

December 2, 2022  
Program Committee

# Highlighted Items

- ▶ Hot Dog Caper
- ▶ Recent Awards
  - ▶ Marketing
  - ▶ Personnel
- ▶ Kellogg West Rain Damage
- ▶ Foundation Scholarships
- ▶ Branding Update
- ▶ Recent headlines

# Memorandum



**Date:** December 02, 2022  
**To:** Program Committee  
**From:** Randy Wallace Jr., Director – Real Estate & Facilities/CBO  
**Attached:** CPI Housing Calculation  
Policy 123 with tracked changes

## **Subject: Updates to Policy 123 – Real Estate Acquisition & Development**

Management is recommending changes to the Real Estate Acquisition Policy # 123 that would allow the Executive Director/CEO and Real Estate Department to make more competitive offers on real estate acquisitions such as properties for the Affordable Faculty/Staff Housing Program.

Current policy limits the approval limit to \$500,000. However, since that number was adopted in 2018, home values have increased significantly. A home valued at \$500,000 in January 2018 is now valued at over \$601,000. Homes in the targeted “Kellogg Track” have sold recently in the mid-\$500,000s.

Expanding the limit to \$600,000 will allow management to make competitive and timely offers on property in support of growing the Affordable Faculty/Staff Housing Program. Such transactions will take place under the approval of the University President, Vice President of Administrative Affairs/CFO, or designed in support of the University’s mission.

**BE IT RESOLVED**, that the members of the Program Committee have reviewed and approved the updates to Policy 123 – Real Estate Acquisition & Development as presented and recommend that they be presented to the Board of Directors for approval at their next regularly scheduled meeting.

**PASSED AND ADOPTED THIS 2<sup>nd</sup> DAY OF DECEMBER 2022.**

By: \_\_\_\_\_  
Daniel Montplaisir, Chair  
Program Committee



## CPI Data - All Aurban Consumers - Housing Sector

Max Purchase Price 2018 \$500,000.00

CPI - January 2018: 254.857

CPI - September 2022: 306.521

% Change in CPI: 20.27176024

Change in Price: \$101,358.80

Adjusted Max Purchase Price 2022: \$601,358.80



## POLICIES AND PROCEDURES

### CORPORATE POLICY

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Subject: Real Estate Acquisition and Development

Policy No.: 123

Orig. Date: 11/18/02

Last Revision Date: ~~05/22/18~~12/2/22

Revision: 4

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- A. Purpose
  - B. Background
  - C. Policy
  - D. Reports to the Board
  - E. Implementing Guidelines
- 

#### A. Purpose

Frameworks within which the Foundation may acquire, sell, trade, exchange and develop real property in support of the University's mission.

#### B. Background

- A. Title 5, California Code of Regulations, section 42500(a), lists essential functions the Trustees have determined are appropriate for auxiliary organizations. Subsection 12 lists: Acquisition, development, sale and transfer of real and personal Property including financing transactions related to these activities.
- B. In order for the Foundation to perform the Section 42500(a)(12) function, an Appropriate operating agreement with the University covering this function shall be in effect. At the time that this Policy Statement is adopted, the University and the Foundation have in effect a Master Operating Agreement (MOA) that includes "acquisition and development of real property."
- C. Executive Order No. 676 provides limited authority to a campus president to accept gifts of interest in real property within specific criteria.
- D. Executive Order No. 703 (superseded by Executive Order 876) sets forth a comprehensive procedural framework in connection with auxiliary organization financing activities that may involve a real property interest.



## POLICIES AND PROCEDURES

- E. Executive Order No. 747 established policies and procedures for projects involving real property development.
- F. California Corporations Code Section 5230 et seq. sets certain standards of conduct of the Foundation Board of Directors, its officers and management in the performance of duties and transactions, including those involving real property, requiring good faith, in a manner believed to be in the best interest of the corporation, and with such care, including reasonable inquiry, as an ordinary prudent person in a like position under similar circumstances.
- G. California Corporations Code Section 5240(b) generally requires management of Foundation invested assets (including reinvesting, purchasing, acquiring, exchanging and selling) to a standard that avoids speculation, looking instead to the permanent disposition of assets, considering probable income, as well as the probable safety of its capital.

### C. Policy

#### A. Real Estate Transaction Purposes

This policy statement is intended to apply to the following broad real property transaction purposes by the Foundation:

1. Meeting University facility and programmatic needs; and
2. Supporting the University's faculty, staff and student housing programs.
3. Supporting the University Advancement Division in acceptance, management and disposition of gifts of real property.

#### B. Real Estate Acquisition Funding Mechanism Established

To fund real property acquisitions for the Foundation through this policy statement, the Executive Director may establish appropriate written asset transfer procedures using generally accepted accounting principles and practices.

#### C. Funding Sources

Real property transactions involving restricted assets (such as donated property) shall respect the terms and conditions of the restrictions upon the asset. Unrestricted funds may be utilized to acquire real property.



## POLICIES AND PROCEDURES

### D. Real Property Transaction Criteria

The Executive Director or designee is delegated authority to transact real property (or any interest therein) by purchase, sale, trade, lease, or by internal asset exchange, such that following applicable criteria have been met:

1. The transaction has been preceded by an appropriate and documented “due diligence” review that includes, but is not limited to, an appraisal or other valuation, legal, financial, environmental (if applicable), land-use, return on investment, and transaction purpose considerations.
2. The proposed real property transaction and its intended purpose and result shall be consistent with laws, regulations, policy and procedures applicable to the transaction.
3. The University President, Vice President of Administrative Affairs/CFO, or designee has formally approved the proposed real property transaction with a finding that such transaction is in support of the University’s mission.
4. Foundation Management has the authority to make an offer for a real estate acquisition for an amount not to exceed ~~FIVE~~SIX HUNDRED THOUSAND DOLLARS (\$~~500~~600,000).
5. The proposed transaction is on “arm’s length” and equitable basis, particularly with the regard to internal asset exchanges or transfers to another campus auxiliary organization.

### D. **Reports to the Board**

The Executive Director shall periodically report to the Board on significant real property transactions subject to this policy statement.

### E. **Implementing Guidelines**

The Executive Director is authorized to establish written management guidelines consistent with and in implementation of this policy statement.

# Memorandum



Date: December 02, 2022  
To: Program Committee  
From: Jared Ceja, Executive Director/CEO  
Attached: Schedule D Additions for Kellogg West  
Subject: **Mid-Year Capital Budget Requests 2022-2023**

The recent combination rainy weather and renewed business at Kellogg West has exposed needs that must be addressed. These requests were not known when the full 2021-2022 list of capital requests were completed in February of 2022. All three requests have a health and safety component.

- 1) \$350,000 - The recent rains exposed major infrastructure issues with the Hillside and Conference Center roofs. We saw more than 8 active leaks that traveled inside walls all the way to the basement floor in some cases. Leaks can cause damage throughout the facility and limit revenue opportunities.
- 2) \$150,000 – The carpet was last replaced more than 20 years ago, and has begun separating at every seam, posing a trip hazard to guest attending events within the conference center.
- 3) \$500,000 – The current fire/life safety system is more than 20 years past its life expectancy. The system is analog, not as reliable when connecting to the digital system used by campus safety. The current system cannot guarantee an emergency notification will be received based on the outdated technology.

## **RECOMMENDED ACTION:**

Management is requesting that the Program Committee approve the mid-year capital budget increase of \$1,000,000 for 2022-2023, as approved on 11/30/22 by the F&I Committee and as presented, for consideration by the full Board.

**BE IT RESOLVED**, that the members of the Program Committee have reviewed and approved the presented 2022-2023 mid-year capital budget increase of \$1,000,000 associated with needed health and safety work at Kellogg West.

**BE IT FURTHER RESOLVED**, that the Program Committee supports the recommendation of the Finance & Investment Committee to forward this resolution to the full Board for consideration at their next scheduled meetings.

**PASSED AND ADOPTED THIS 2<sup>nd</sup> DAY OF DECEMBER 2022**

By: \_\_\_\_\_  
Daniel Montplaisir, Chair  
Program Committee

**CAL POLY POMONA ENTERPRISES**

2022-2023 BUDGET Additions  
 SCHEDULE - D (Capital Budget)

Department Name: **KW Hotel**  
 Project Number: **280510**

Itemized Description	Current Year Approved or Carry Over from Previous Years	Forecasted Capital expenditures through Current Year	Requested Capital Budget Carryover to Proposed Budget Year	2022-2023 Requested Proposed Budget	Total Cost of Project	Estimated In-Service Date (mm/dd/yy)	Useful Life of Asset	Explain why this is Needed	Explain how you arrived at the amount requested
Roof Repair - Hillside & Conference Center				350,000	350,000	1/1/2023	15 years	The recent rains exposed major infrastructure issues with the Hillside roof. We saw more than 8 active leaks that traveled inside walls all the way to the basement floor. The roof must be fixed, and the existing damage must be remediated.	The estimate is based on previous roof repair estimates. The number is being updated now through professional assessment
KW Conference Center Carpet Replacement				150,000	150,000	3/1/2023	20 years	The carpet was last replaced more than 20 years ago, and has begun separating at every seam, which poses a substantial risk to all guest attending events within the conference center.	The request is based on current replacement estimates from a variety of carpet installers.
Replace Fire/Life Safety System				500,000	500,000	2/1/2023	20 years	The current fire/life safety system is more than 20 years past its life expectancy. The system is analog, not as reliable when connecting to the digital system used by campus safety. The current system cannot guarantee an emergency notification will be received based on the outdated technology.	Rough estimate from communication with system's professionals prior to a full site assessment.
	0	0	0	1,000,000	1,000,000				

\*\*\*When completing your current forecast and proposed capital budgets, please review the balance in construction work in progress.

Cal Poly  
Pomona  
Foundation

By Erika Huerta

12/02/2022



# Dining Market Assessment (RFP)

- ▶ Testing the Market with a focus on financial return
- ▶ Evaluating both Residential & Retail Dining
- ▶ Consultant retained - Envisions Strategies
- ▶ Committee to be formed including:
  - ▶ Students, Faculty, & Staff
  - ▶ UHS
  - ▶ Foundation Team & BOD Members
  - ▶ Thomas - Chair
- ▶ Will compare:
  - ▶ Current operations
  - ▶ Various bids
  - ▶ Other similar CSU deals
- ▶ Results schedule to be available in the spring



# Informational Memorandum



Date: November 30, 2022  
 To: Program Committee  
 From: Aaron Neilson  
 Dining Services Director  
 Subject: **NACUFS Customer Satisfaction Survey**

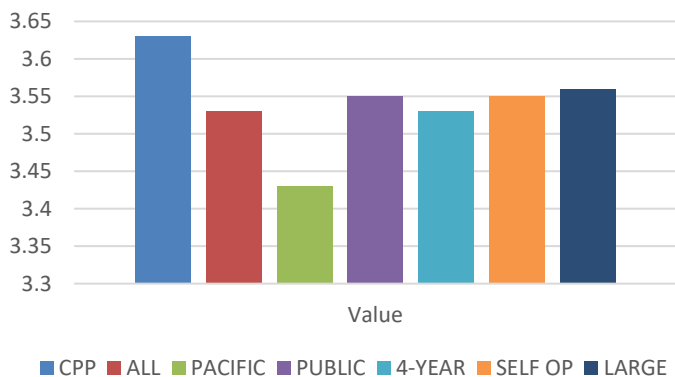
**Overview & Timeline:** For more than 20 years, Dining Services has participated in an annual customer service survey through our membership in the National Association of University Food Services (NAFUFS). After a two year pause due to the pandemic, we again partnered with NACUFS to survey our students, faculty, and staff. In 2018, NACUFS surveyed over 116,00 students, faculty, and staff across approximately 550 institutions of higher education from across the U.S. and Canada. In 2017, our campus received over 1,770 responses. Of these respondents, 85% were students and 15% were faculty/staff. This survey measures both satisfaction and importance in various categories allowing us to focus our efforts in areas that are important to our customers, and are most likely to drive overall satisfaction.

Our 2022 survey closed Thanksgiving week with nearly 3,000 respondents, a record number! We will receive our report in February, 2023 and will present the results to the campus community. We will use these data to further inform our strategic plan.

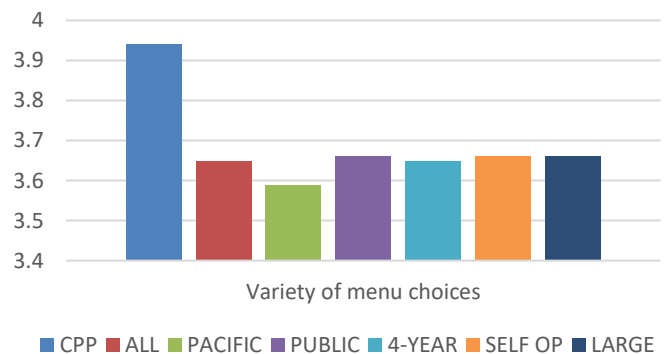
**Benchmarking:** The NACUFS provides a number of benchmarking opportunities amongst the 550+ participating institutions. For example, from our 2017 survey:

Peer Comparison Sample 2017:

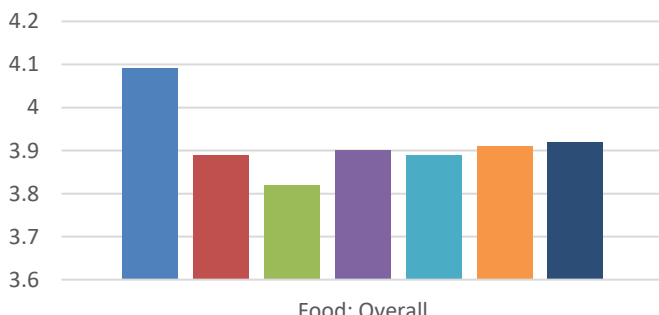
Value



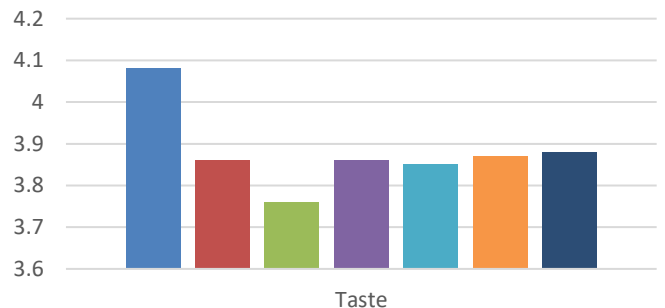
Variety



Food Overall



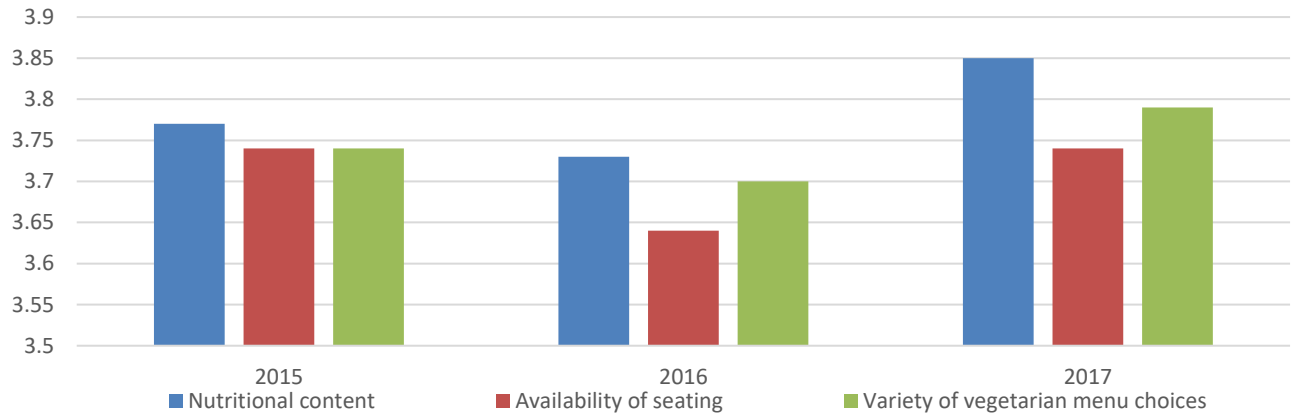
Taste



**Trend Analysis:** Provides a three-year trendline:

*Trend Analysis Sample 2017:*

3 Year Trend: Areas of Increased Satisfaction



**Next Steps:** We will provide the full report along with an executive summary of the survey results this spring!

SITE PLAN



AVAILABLE

# Housing Demand Assessment

- ▶ Partnership with UHS and Mt. SAC
- ▶ Focus:
  - ▶ Traditional students
  - ▶ Grad students
  - ▶ Student family housing
  - ▶ Community College students
- ▶ Supporting Features:
  - ▶ Faculty/Staff Housing
  - ▶ Retail/Commercial
- ▶ JLL selected
  - ▶ Data expected in the Spring





## Bronco Bookstore Instant Access Program Update - AY 21-22

FALL 2021	SPRING 2022
572 COURSES, 1223 SECTIONS	600 COURSES, 1262 SECTIONS
36.3% OF SECTIONS USING COURSE MATERIALS PARTICIPATE IN IA	38.2% OF SECTIONS USING COURSE MATERIALS PARTICIPATE IN IA
<b>37409</b> UNITS PROVIDED	<b>35452</b> UNITS PROVIDED
81.1% OPTED IN RATE	79.4% OPTED IN
80% OF STUDENT BODY WITH AT LEAST 1 IA COURSE (22,328 unique students)	80% OF STUDENT BODY WITH AT LEAST 1 IA COURSE (20,110 unique students)
<b>\$1,981,008</b> GROSS REVENUE	<b>\$1,896,687</b> GROSS REVENUE
\$1.31M SAVED COMPARED TO NEW PRINT BOOKS	\$1.25M SAVED COMPARED TO NEW PRINT BOOKS

### IA GROWTH IMPACT ON COURSE MATERIALS DIVISION



## What's Next? Equitable Access!

Equitable Access (EA) is a course materials model where the Bookstore:

- Provides access to all required materials for all Classes to all enrolled students at one low cost
  - Cost may be determined on per semester or per credit hour basis
- Students can opt out of the program, but not out of individual classes
- EA is a digital first concept but also includes OER, print, and library content
- Faculty maintain academic freedom in choosing course materials
- All students have timely access and equal playing field

**UC Davis** introduced the concept of EA as a per-semester based program in F '20, followed by others around the country.

### **SDSU Successfully Launched EA this semester**

Details:

- Worked w/actuarial company and materials vendor to establish cost of all adopted materials
- Student cost = \$22/credit hour (partially subsidized by HEERF funds, so students actually only paid \$17.75)
- Default content mode is digital, but will provide new or used print books for what can't be digital
- Over 70% of students stayed opted in
- Lessons learned - communicate, communicate, communicate!



**Cal Poly Pomona Foundation Inc.**

**Fringe Benefit Analysis**

		FY22			FY21			FY20			FY19			FY18			FY17		
		Total	% of salary	% Increase from PY	Total	% of salary	% Increase from PY	Total	% of salary	% Increase from PY	Total	% of salary	% Increase from PY	Total	% of salary	% Increase from PY	Total	% of salary	
<b>SPONSORED PROGRAMS FUND</b>																			
Object 7271 Total	SALARIES/STAFF	2,316,923			2,051,595			1,958,252			1,971,307			1,841,762			1,709,305		
Object 7310 Total	BENEFITS & TAXES	1,113,459	48%	-5%	1,085,186	53%	5%	933,673	48%	3%	877,468	45%	2%	788,633	43%	4%	671,248	39%	
Object 7143 Total	INSURANCE/WORKER'S COMP	30,888	1%	0%	25,550	1%	0%	28,765	1%	0%	29,591	2%	-1%	39,115	2%	0%	36,026	2%	
Object 7312 Total	STAF RET MED EXP	202	0%	-10%	206,079	10%	4%	120,695	6%	2%	86,103	4%	3%	32,793	2%	-3%	89,319	5%	
<b>TOTAL Benefits</b>		<b>1,144,549</b>	<b>49%</b>	<b>-15%</b>	<b>1,316,815</b>	<b>64%</b>	<b>9%</b>	<b>1,083,133</b>	<b>55%</b>	<b>5%</b>	<b>993,161</b>	<b>50%</b>	<b>4%</b>	<b>860,541</b>	<b>47%</b>	<b>0%</b>	<b>796,592</b>	<b>47%</b>	

Current	Avg.	W/O FY21
44%	52.1%	49.7%