

**CAL STATE EAST BAY EDUCATIONAL FOUNDATION**

Executive Committee Meeting Minutes  
Wednesday, November 4, 2015, 12 p.m. – 1:30 p.m.  
CSU East Bay  
President's Conference Room  
25800 Carlos Bee Blvd., Hayward, CA 94542  
and via Conference Call

Chair Jack Acosta started the Executive Committee meeting at 12:09 p.m.

**IN ATTENDANCE**

|                  |                      |
|------------------|----------------------|
| Jack Acosta      | Chair                |
| Marv Remmich     | Vice-Chair           |
| Debbie Chaw      | Treasurer            |
| Tanya Hauck      | Foundation President |
| Mahla Shaghafi   | Secretary            |
| Richard Sherratt | Director             |
| Leroy Morishita  | Director             |
| James Songey     | Director             |

**EXCUSED**

|                 |          |
|-----------------|----------|
| Evelyn Dilsaver | Director |
|-----------------|----------|

**OTHERS PRESENT**

|               |   |
|---------------|---|
| May Hernandez | Executive Assistant, University Advancement |
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**I. Welcome Remarks**

Chair Jack Acosta welcomed everyone to the meeting and called to order at 12:09 p.m..

**II. Approval of Meeting Minutes**

**August 26, 2015 Meeting Minutes:** The committee reviewed the minutes from the August 26, 2015 meeting. On motion duly made, seconded, and unanimously carried, the following Minute Action was taken:

MINUTE ACTION: that the committee approves the minutes for the May 13, 2015 meeting as prepared.

Motion by: Rich Sherratt      Seconded by: Leroy Morishita      Motion: Passed

**III. President's Remarks**

The President discussed enrollment numbers and strategies for improving retention and graduation rates. He also commented on the Semester Conversion project which is to be in effect for Fall 2018.

**IV. Educational Foundation Membership Update**

Jack Acosta, Chair of the Committee, mentioned that chairs of all sub-committees should be coming to each Executive Committee meeting and noted that in the future those committee chairs will be invited to participate in future Executive Committee meetings.

He noted that the new sub-committee, Communications & Community Engagement with Chair Lee Blitch had been formed and they are putting together a schedule of meetings for 2016.

The committee discussed board recruitment and the types of people they may wish to recruit for future Board membership.

**V. University Advancement Update**

Tanya Hauck discussed the new staff of University Advancement, specifically the fundraisers and hiring for the Corporate & Foundation Relations position. She also discussed the strategy of the division, including public relations, further outreach and engagement of community and strategy around direct mail.

She commented on the fundraising to date and the types of gifts the fundraisers will be targeting in the future.

She gave an update on the Campaign for Cal State East Bay and the progress made to date as well as future goals.

**VI. Finance & Investment Committee Update**

Debbie Chaw discussed the dissolution of the Dr. Ranjit Singh Sabharwal Chair in Sikh and Punjabi Studies endowment.

On motion duly made, seconded, and unanimously carried, the following Minute Action was taken:

MINUTE ACTION: The Executive Committee approves the dissolution of the Dr. Ranjit Singh Sabharwal Chair in Sikh and Punjabi Studies endowment.

Motion by: Rich Sherratt

Seconded by: Mahla Shaghafi

Motion: Passed

**VII. Agenda for December 16, 2015**

The committee discussed the upcoming Board of Trustees meeting that is scheduled for December 16, 2015 and the draft agenda. Tanya Hauck mentioned that it may be

extended by one hour to allow for a continuation of the discussion from the Board Retreat in September 2015.

**ADJOURNMENT**

There being no further business to discuss, Chair Acosta adjourned the meeting at 1:22p.m.

Dated: November 4, 2015

  
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Mahla Shaghafi, Secretary

Recorded by May Hernandez, Executive Assistant, University Advancement

**Action Items:**