



PROGRAMS COMMITTEE MEETING

“This is an Open Public Meeting”

In accordance with the requirements of the Bagley-Keene Open Meeting Act, notice of this meeting must be posted in a publicly accessible place, including the internet, at least ten days in advance of the meeting. This meeting agenda shall also be posted at the address of the teleconference location with access for the public via phone/speaker phone.

Per Government Code section 54954.2, persons requesting disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the meeting, are requested to contact Alliant at (415) 403-1400 twenty-four hours in advance of the meeting. Entrance to the meeting location may require routine provision of identification to building security. However, CSURMA AORMA does not require any member of the public to register his or her name, or to provide other information, as a condition to attendance at any public meeting and will not inquire of building security concerning information so provided. See Government Code section 54953.3.

1. Teleconference Location - CSU Chancellor’s Office, 401 Golden Shore, Long Beach
2. Gigi Kiama: University Corporation at CSUMB, 8 Upper Ragsdale Drive, Monterey
3. Bill Olmsted: University Union Operation of CSUS, Inc., 6000 J Street, Sacramento
4. Jason Porth: The University Corporation, San Francisco State, 1600 Holloway Avenue, ADM 361, San Francisco
5. Jun Reina: Capital Public Radio, Inc., CSU Sacramento, 7055 Folsom Boulevard, Sacramento
6. Russel Statham: CSU, Dominguez Hills Foundation, 1000 E. Victoria Street, Carson, CA
7. Raven Tyson: Associated Students of San Diego State University, 5500 Campanile Drive, Sacramento

Meeting Date: June 22, 2017
Time: 1:00 PM

Location: Alliant Insurance Services, Inc.
 100 Pine Street, 11th Floor
 San Francisco, CA 94111

Legend: A – Action may be taken
 I – Information Only

A. CALL TO ORDER

1. **Approval of the Agenda Order** A p. 3
The Committee will be asked to approve today’s meeting agenda order
2. **Introduction of New Programs Committee Member – Russel Statham** I p. 4
The Committee will be ask to introduce themselves to our new member

B. PUBLIC COMMENTS

C. GENERAL ADMINISTRATION

1. **Approval of Meeting Minutes – February 23, 2017** A p. 6
The Committee will be asked to review and approve the minutes from its meeting on February 23, 2017
2. **Discussion and Recommendation for New Programs Committee Chair for FY 2017/2018** A p. 14
The Committee will be asked to discuss the Programs Committee Chair position and make a recommendation to the AORMA Committee Chair

- 3. **Workers' Compensation Dividend, FY 17/18 Workers' Compensation and Unemployment Insurance Member Allocation** A p. 22
The Committee will be asked to approve the revised workers' compensation program dividend allocation to be paid in July, 2017 and the FY 17/18 revised workers' compensation and unemployment insurance program member allocations
 - 4. **New Workers' Compensation Member – Aztec Shops, Ltd.** A p. 40
The Committee will be asked to approve the addition of a new member to the workers' compensation program
 - 5. **Potential New Workers' Compensation Program Member – SDSU Research Foundation** V
The item will not be discussed at today's meeting, as SDSU RF decided not to join the AORMA Workers' Compensation Program
 - 6. **New AORMA Member – Otter Student Union, CSU Monterey Bay** A p. 48
The Committee will be asked to approve a new member to join AORMA as well as the liability program, crime program and property program
- D. INFORMATION ITEMS**
- 1. **2017 CSURMA AORMA Meeting Calendar** I p. 81
 - 2. **FY 2016/2017 AORMA Long Range Action Plan** I p. 83
 - 3. **AORMA Committee and Standing Committee Roster** I p. 86
- E. ADJOURNMENT**

The next Programs Committee meeting is scheduled for September 30, 2017 at 1:00 PM via teleconference. Please contact Mimi Long mlong@alliant.com or Tevea Him thim@alliant.com with questions.

APPROVAL OF THE AGENDA ORDER

ISSUE: The Committee will be asked to approve the agenda order for today's meeting.

RECOMMENDATION: Staff recommends that the Committee approve the agenda as presented.

FISCAL IMPACT: None.

BACKGROUND: None.

PUBLICATION: None.

ATTACHMENT(S): None.

INTRODUCTION OF NEW PROGRAMS COMMITTEE MEMBER
RUSSEL STATHAM

ISSUE: The Committee will be introduced to Russel Statham who has been appointed to service on the Programs Committee by the AORMA Chair, Frank Mumford.

RECOMMENDATION: No action is recommended; this item is for information only.

FISCAL IMPACT: None.

BACKGROUND: None.

PUBLICATION: None.

ATTACHMENT(S):

- a. Appointment letter dated April 13, 2017



April 13, 2017

Dr. Russel D. Statham
Chief Operating Officer and Chief Financial Officer
California State University, Dominguez Hills Foundation
1000 East Victoria Street, SCC 202
Carson, CA 90747

Appointment to CSURMA AORMA Programs Committee

Dear Russel:

I am pleased to appoint you, effective April 13, 2017, to serve on the CSURMA AORMA Programs Committee (PC). Enclosed you will find the 2017 CSURMA AORMA Meeting Calendar showing all scheduled Committee meetings. The next scheduled meeting of the PC will be June 22, 2017 via teleconference. An agenda will be mailed to you at least ten days prior to the scheduled meeting date.

Your fellow Committee members are:

- **Gigi Kiama, University Corporation, CSU Monterey Bay**
- Bill Olmsted, University Union Operation of CSUS, Inc.
- Jason Porth, The University Corporation, San Francisco State University
- Jun Reina, Capital Public Radio, Inc., CSU Sacramento
- Raven Tyson, Associated Students of San Diego State University

A copy of CSURMA AORMA Policy and Procedure A-2, Committee Roles and Responsibilities, has been attached for your reference, as well as a guide to the Bagley Keene Open Meeting Act, to which CSURMA AORMA adheres.

We truly appreciate your commitment to benefit the University by working through the Committee to move forward the CSURMA's risk management programs. I hope you find your service interesting and rewarding.

Sincerely,

A handwritten signature in blue ink that reads "Frank Mumford". The signature is fluid and cursive.

Frank Mumford
Chair, CSURMA AORMA Committee

cc: Daniel Howell, CSURMA Program Administrator

APPROVAL OF MEETING MINUTES – FEBRUARY 23, 2017

ISSUE: The Committee will be asked to review and approve the draft minutes from the February 23, 2017, Programs Committee meeting.

RECOMMENDATION: Staff recommends approving the minutes, with revisions as necessary.

FISCAL IMPACT: None.

BACKGROUND: None.

PUBLICATION: None.

ATTACHMENT(S):

- a. Programs Committee Meeting Minutes – February 23, 2017

**MINUTES OF THE CSURMA AORMA
PROGRAMS COMMITTEE MEETING**

FEBRUARY 23, 2017

**ALLIANT INSURANCE SERVICES
100 Pine Street, 11th Floor • San Francisco, CA**

9:00 AM

MEMBERS PRESENT

Gigi Kiama, University Corporation, CSU Monterey Bay
Bill Olmsted, University Union Operation of CSUS, Inc.
Jun Reina, Capital Public Radio, Inc., CSU Sacramento
Raven Tyson, Associated Students of San Diego State University

ABSENT MEMBERS

Jason Porth, The University Corporation, San Francisco State University

STAFF, GUESTS AND CONSULTANTS

Tevea Him, Alliant Insurance Services, Inc.
Mimi Long, Alliant Insurance Services, Inc.
Michael Simmons, Alliant Insurance Services, Inc.

A. CALL TO ORDER

The meeting was called to order by Gigi Kiama at 9:00 AM.

A1. Approval of the Agenda Order

A motion was made to approve the order of the agenda as presented.

First: Raven Tyson
Second: Bill Olmsted

NAME	AYE	ABSTAIN	NAY	ABSENT
Gigi Kiama	X			
Bill Olmsted	X			
Jason Porth				X
Jun Reina	X			
Raven Tyson	X			

Motion carried.

B. PUBLIC COMMENTS

There were no public comments.

C. GENERAL ADMINISTRATION

C1. Approval of Minutes – December 8, 2016

A motion was made to approve the minutes of the December 8, 2016 meeting.

First: Bill Olmsted
Second: Raven Tyson

NAME	AYE	ABSTAIN	NAY	ABSENT
Gigi Kiama	X			
Bill Olmsted	X			
Jason Porth				X
Jun Reina		X		
Raven Tyson	X			

Motion carried.

C2. Workers’ Compensation Program Member Allocation Formula

The Committee reviewed the Workers’ Compensation Program Member Allocation Formula.

A motion was made for the FY 18/19 workers’ compensation program member allocation formula to add a \$1,000 annual minimum premium, and review a percentage increase at each renewal and to increase the maximum change to the experience modification factor from +15% to +20% and eliminate the maximum decrease of -15%.

First: Bill Olmsted
Second: Jun Reina

NAME	AYE	ABSTAIN	NAY	ABSENT
Gigi Kiama	X			
Bill Olmsted	X			
Jason Porth				X
Jun Reina	X			
Raven Tyson	X			

Motion carried.

C3. Liability Program Member Allocation Formula

The Committee reviewed the Liability Program Member Allocation formula and discussed Staff’s recommendation below:

1. Expenditures: Use a rolling five-year total for expenditures in order to smooth out significant fluctuations. Total expenditures is used because it is a verifiable dollar amount that is not subjective. The member’s total expenditures vary more than anticipated. Staff discussed removing certain expenditures from the calculation, such as, capital expenditures, but using a rolling five-year total makes the fluctuations insignificant within the calculation.
2. Experience Modification Factors (EMF): EMF’s are currently capped at a minimum of .75 and a maximum of 2.00. Two members are capped at 2.00; twelve members are capped at .75. Because so many members are capped at the minimum EMF, Staff recommends decreasing the minimum EMF to .50.
3. Excess Premium: Currently there is no minimum cost for the excess premium. Add a \$1,000 minimum excess premium.
4. Excess Premium: Increase the maximum excess premium cost by 5% each year for the next three years and then review again.

Current Premium:.....	\$85,000
FY 18/19:	\$89,250
FY 19/20:	\$93,713
FY 20/21:	\$98,398

The excess premium cost are approximately 46% of the total program costs (minus administrative costs.) The current maximum excess premium of \$85,000 is approximately 26% of the largest member’s uncapped premium.

5. Administrative Costs: Increase the minimum administrative costs by 10% each year for the next three years and then review again.

Current Admin	\$600
FY 18/19:	\$660
FY 19/20:	\$726
FY 20/21:	\$799

6. Minimum Premium: Increase the total program minimum premium by 15% each year for the next three years and then review again.

Current Admin	\$2,152
FY 18/19:	\$2,474
FY 19/20:	\$2,845
FY 20/21:	\$3,272

A motion was made for the FY 18/19 liability program member allocation formula to (1) use a rolling five-year total expenditures (as the rating basis for “all other”), (2) decrease the minimum Experience Modification Factor from .75 to .50., (3) add a \$1,000 minimum to the Excess Premium, (4) increase the maximum Excess Premium by 5% each year for three years, (5) increase the minimum Administrative Costs by 10% each year for three years, and (6) increase the program Minimum Premium by 15% each year for three years.

First: Raven Tyson
Second: Jun Reina

NAME	AYE	ABSTAIN	NAY	ABSENT
Gigi Kiama	X			
Bill Olmsted	X			
Jason Porth				X
Jun Reina	X			
Raven Tyson	X			

Motion carried.

C4. Liability Program - Minimum Employment Practices Liability Deductible Calculation

The Committee reviewed the Minimum Employment Practiced Liability Deductible Calculation. Members have expressed concerns with the calculation. A member is penalized with a higher deductible even though the claim is without merit and the formula doesn’t reward the member for exemplary HR practices when finalizing the claim. Staff has reviewed the EPL insurance market for public entities. \$50,000 appears to be the minimum EPL deductible available; \$100,000 is becoming the new normal.

The Committee did not recommend any changes to the EPL deductible calculation.

C5. Property Program Member Allocation Formula

The Committee reviewed the Property Program Member Allocation Formula

Staff recommended changing the loss ratio surcharges in order to the pool to recoup some funds should one member have a significant loss. The Committee reviewed the current loss ratio surcharges shown below as well as the recommended loss ratio surcharges.

Current	
Loss Ratio	Surcharge
Less than 50%	None
Between 50% and 100%	10%
Excess of 100%	20%

Proposed	
Loss Ratio	Surcharge
Less than 40%	None
Between 40% and 60%	5%
Between 60% and 100%	10%
Between 100% and 150%	20%
Between 150% and 300%	30%
Excess of 300%	40%

A motion was made to adopt the proposed loss ratio surcharges to be used within the FY 18/19 property program member allocation formula.

First: Jun Reina
Second: Raven Tyson

NAME	AYE	ABSTAIN	NAY	ABSENT
Gigi Kiama	X			
Bill Olmsted	X			
Jason Porth				X
Jun Reina	X			
Raven Tyson	X			

Motion carried.

C6. Crime Program Member Allocation Formula

The Committee reviewed the Crime Program Member Allocation Formula, as well as Staff’s recommendations.

1. Expenditures: Use a rolling five-year total for expenditures in order to smooth out significant fluctuations. Total expenditures is used because it is a verifiable dollar amount that is not subjective. The members’ total expenditures vary more than anticipated. Staff discussed removing certain expenditures from the calculation, such as, capital expenditures, but using a rolling five-year total proves to make the fluctuations insignificant within the calculation.
2. Loss Rating: The loss ratio surcharge appears to be too low. Increase the loss ratios surcharge schedule as shown below:

Loss Ratio	Surcharge
Loss ratio above 100%	20%
Loss ratio above 200%	40%
Loss ratio above 300%	50%

A typical crime claim will be in the \$50,000 range. The median crime premium is \$2,750 (for five years \$13,750). Based on the maximum loss ratio percentage of 100%, every member who has an average size loss, would hit the maximum 20% surcharge. Because the crime premiums are so low, receiving an additional 20% for five years, (based on the median premium of \$2,750) is \$2,750 or \$550 annually. This amount doesn't provide significant reimbursement to the program.

3. Minimum Premium: Apply the minimum premium before the loss rating.

A motion was made to for the FY 18/19 crime program member allocation formula to (1) use a rolling five-year total expenditures when determining the minimum premium, (2) increase the loss ratio surcharges as shown above, and (3) apply the minimum premium before the loss rating.

- First:** Jun Reina
- Second:** Bill Olmsted

NAME	AYE	ABSTAIN	NAY	ABSENT
Gigi Kiama	X			
Bill Olmsted	X			
Jason Porth				X
Jun Reina	X			
Raven Tyson	X			

Motion carried.

C7. Formula for Determining the Unemployment Insurance Program Annual Contributions

The Committee reviewed the Formula for Determining the Unemployment Insurance Program Annual Contribution and Staff's recommendation to include the minimum administrative costs by 20% each year for the next three years.

Current Cost:	\$250
FY 18/19:	\$300
FY 19/20:	\$360
FY 20/21:	\$432

A motion was made for the FY 18/19 formula for determining the unemployment insurance program annual contributions a 20% per year increase to the minimum administrative costs as shown above.

First: Bill Olmsted
Second: Jun Reina

NAME	AYE	ABSTAIN	NAY	ABSENT
Gigi Kiama	X			
Bill Olmsted	X			
Jason Porth				X
Jun Reina	X			
Raven Tyson	X			

Motion carried.

D. INFORMATION ITEMS

The Committee Members reviewed the information items.

- D1. 2017 CSURMA AORMA Meeting Calendar**
- D2. FY 16 17 AORMA Long Range Action Plan**
- D3. AORMA Committee and Standing Committee Roster**
- D4. AORMA Programs Committee – Ad Hoc Committee for UIP Claims Administration RFP**

E. ADJOURNMENT

A motion was made to adjourn the meeting at 11:48 AM

**DISCUSSION AND RECOMMENDATION FOR NEW PROGRAMS
COMMITTEE CHAIR FOR FY 2017/2018**

ISSUE: Annually, the AORMA Committee Chair will appoint the new Chair of the Programs Committee. The Chair of the Programs Committee must also be an AORMA Committee member. Every spring, the membership of the Programs Committee will recommend to the AORMA Committee Chair a nominee for the Chair position. The following Programs Committee members will also service on the AORMA Committee during FY 17/18 and therefore are eligible to serve as the Programs Committee Chair:

1. Gigi Kiama
2. Bill Olmstead

RECOMMENDATION: Staff recommends that the Committee members discuss the Programs Committee Chair position and then make a recommendation to the AORMA Committee Chair.

FISCAL IMPACT: None

BACKGROUND: None

PUBLICATION: None

ATTACHMENT(S):

- a. AORMA Committee Roster @ July 1, 2017
- b. Policy and Procedure A-2 – AORMA Committee and Standing Committee Roles and Responsibilities

AORMA Committee
Ten voting members - two alternates - twelve members total
Effective at July 1, 2017

Committee	Seat	Member	Position	Campus	Type of Auxiliary	E-Mail	Telephone Number	Location	Size of Campus	Type of Campus	Term	1st, 2nd or Final Term	Date Appointed
AORMA	Chair	Frank Mumford	Executive Director	Fullerton	CSU Fullerton Auxiliary Services Corporation	fmumford@fullerton.edu	657-278-4101	South	Large	Urban	7/1/16 - 6/30/18	First	7/1/2012
AORMA	First Vice Chair	Dwayne Brummett	Director of Business Services	San Luis Obispo	Associated Students, Inc., California Polytechnic State University at San Luis Obispo	dbrummet@calpoly.edu	805-756-5768	Central	Medium	Suburban	Completing 7/1/15 - 7/30/17	Second	3/1/2017
AORMA	Second Vice Chair	Gigi Kiama	Human Resources Director	Monterey Bay	The University Corporation at Monterey Bay	gkiama@csumb.edu	831-582-4301	North	Small	Rural	7/1/16 - 6/30/18	First	3/24/2011
AORMA	Seat 1	Dave Nakamura	Executive Director	Humboldt	Humboldt State University Center	dave.nakamura@humboldt.edu	707-826-4878	North	Large	Rural	7/1/16 - 6/30/18	First	7/1/2015
AORMA	Seat 2	Dave Nirenberg	Senior Director	Channel Islands	Channel Islands University Auxiliary Services, Inc.	dave.nirenberg@csuci.edu	805-437-2668	South	Small	Rural	7/1/15 - 6/30/17	Second	10/1/2015
AORMA	Seat 3	Shannon Stratton	Executive Director	San Bernardino	Associated Students Inc., California State University, San Bernardino	SStratto@csusb.edu	909-537-5526	South	Small	Suburban	7/1/17 - 6/30/19	First	7/1/2017
AORMA	Seat 4	Bella Newberg	Executive Director	San Marcos	University Auxiliary and Research Services Corporation	newberg@csusm.edu	760-750-4700	South	Small	Suburban	Completing 7/1/15 - 6/30/17	Second	12/20/2016
AORMA	Seat 5	Trina Knight	Human Resources Director	Sacramento	University Enterprises, Inc., CSU Sacramento	trinak@csus.edu	916-278-7003	North	Large	Urban	7/1/17 - 6/30/19	First	7/1/2017
AORMA	Seat 6	Starr Lee	Director, Administration and Legal	San Luis Obispo	Cal Poly Corporation	selee@calpoly.edu	805-756-1451	Central	Medium	Suburban	Completing 7/1/16 - 6/30/18	First	3/1/2017
AORMA	Seat 7	Bill Olmsted	Associate Executive Director	Sacramento	University Union Operation of CSUS, Inc.	olmsted@csus.edu	916-278-6744	North	Large	Urban	7/1/17 - 6/30/19	First	7/1/2017

Programs Committee
Minimum of five members - at least two of whom are AORMA Committee members

Committee	Seat	Member	Position	Campus	Type of Auxiliary	E-Mail	Telephone Number	Location	Size of Campus	Type of Campus	Term	1st, 2nd or Final Term	Date Appointed
PC	Chair	Gigi Kiama	Human Resources Director	Monterey Bay	University Corporation, CSU Monterey Bay	gkiama@csumb.edu	831-582-4301	North	Small	Rural	7/1/13 - 6/30/15	Fourth	
PC	At Large	Bill Olmsted	Associate Executive Director	Sacramento	University Union Operation of CSUS, Inc.	olmsted@csus.edu	916-278-6744	North	Large	Urban	7/1/15 - 6/30/17	First	10/31/2015
PC	At Large	Jason Porth	Executive Director	San Francisco	The University Corporation, San Francisco State	jporth@sfsu.edu	415-338-6880	North	Large	Urban	7/1/15 - 6/30/17	First	2/13/2015
PC	At Large	Jun Reina	Chief Operating Officer/ Chief Financial Officer	Sacramento	Capital Public Radio, Inc., CSU Sacramento	jreina@csus.edu	916-278-8925	North	Large	Urban	7/1/15 - 6/30/17	First	9/15/2014
PC	At Large	Russel Statham	Chief Operating Officer and Chief Financial Officer	Dominguez Hills	California State University, Dominguez Hills Foundation	rdstatham@csudh.edu	310-243-3255	South	Large	Urban	7/1/16 - 6/30/19	First	4/13/2017
PC	At Large	Raven Tyson	Human Resources & Risk Manager	San Diego	Associated Students of San Diego State University	raven.tyson@sdsu.edu	619-594-3760	South	Large	Urban	7/1/13 - 6/30/15	First	2/23/2013

AORMA Committee Chair serves for a period of four years - Vice Chair, to Chair, to Past President, to Ex-Officio.

Standing Committee Chair serves a one-year term, is appointed by the AORMA Committee Chair, and must be an AORMA Committee member.

AORMA Committee and Standing Committee members may serve a maximum of three consecutive two-year terms (total six years).

Size of Campus: small - less than 10,000 FTE; medium - between 10,000 and 20,000 FTE; large - more than 20,000 FTE

SUBJECT: AORMA COMMITTEE AND STANDING
COMMITTEE ROLES AND RESPONSIBILITIES

ADOPTED: AUGUST 19, 2003

EFFECTIVE: JULY 1, 2003

AMENDED: DECEMBER 7, 2005
MAY 14, 2009
OCTOBER 29, 2009
JANUARY 11, 2010
SEPTEMBER 16, 2010
SEPTEMBER 13, 2012
MAY 8, 2014
DECEMBER 10, 2015
SEPTEMBER 8, 2016

Should there be any discrepancy between this document and either the MEMORANDUM OF COVERAGE or PARTICIPATION AGREEMENT between the AORMA Committee and the MEMBER, the MEMORANDUM OF COVERAGE and/or the PARTICIPATION AGREEMENT will govern.

PURPOSE:

The purpose of this policy is to describe the roles and responsibilities of participants in the CSURMA AORMA COMMITTEE and its STANDING COMMITTEE.

POLICY:

It is the policy of the CSURMA to encourage AORMA members' participation in the AORMA COMMITTEE and STANDING COMMITTEE that oversee operation of AORMA insurance programs. To that end, CSURMA AORMA has adopted Policy and Procedure A-1 that describes the process of AORMA COMMITTEE elections and representation. This policy further describes the roles and responsibilities of Committee members and officers. It is expected that AORMA COMMITTEE members will commit to meeting attendance and participation needed to conduct CSURMA business.

PROCEDURE:

The AORMA COMMITTEE will conduct elections and appointments in accordance with the CSURMA Joint Powers Agreement, Bylaws and AORMA Policy and Procedure A-1. A copy of Policy and Procedure A-1 describing roles and responsibilities of Committee members will be provided to Committee nominees and participants.

AORMA COMMITTEE Participation in General - The AORMA COMMITTEE holds regularly scheduled meetings in person approximately four times per year with additional teleconference meetings as necessary. Following are considerations as respects AORMA COMMITTEE participation:

1. In person attendance at regularly scheduled AORMA COMMITTEE meetings is preferred. While teleconference attendance can be arranged, the Committee business is best conducted at in-person meetings. Any Committee member or Officer who is not present, either in person or via teleconference, at two or more AORMA COMMITTEE meetings in any one fiscal year, may be removed from the AORMA COMMITTEE upon a majority vote of the AORMA Officers unless that AORMA Officer is the subject of the vote and then that AORMA Officer will be recused.
2. AORMA COMMITTEE at-large member terms are for two years, with a maximum of three terms served before a member is either elected as the Chair, First Vice Chair or Second Vice Chair or termed out and must wait one year before again serving on the Committee. It is expected that members be prepared to serve for at least one complete term because the learning curve on CSURMA's coverage programs is steep.
3. Reasonable travel expenses associated with participation on the AORMA COMMITTEE are reimbursable as provided under CSU's travel reimbursement policy.
4. Representatives elected to the AORMA COMMITTEE are individually elected, not as direct representatives of their respective auxiliary organizations. It is expected that AORMA COMMITTEE members will approach their responsibilities from the perspective of the good of the CSURMA Auxiliary Organizations programs as a whole, rather than just their individual organization's benefit.
5. AORMA COMMITTEE members are expected to attend two (2) CSURMA Board of Directors meetings annually (one in the fall; one in the spring). State law requires timely completion of appropriate paperwork, such as Fair Political Practices Commission Form 700.
6. Develop recommendations for the AORMA COMMITTEE and take action within delegated authority.

AORMA Committee Chair - In addition to the roles and responsibilities of AORMA COMMITTEE participation, in general, the AORMA Committee Chair has the following roles and responsibilities:

1. Representative of the AORMA Committee to the AOA Executive Committee and attendance at AOA Executive Committee meetings.
2. Attendance and participation in CSURMA Executive Committee meetings (approximately four times per year).

3. Availability for regular communication with, and direction of CSURMA Program Administrator staff.
4. Availability to respond to CSURMA Auxiliary Organizations member questions and concerns.
5. A commitment toward professional development in the area of risk management and representation of CSURMA at conferences and meetings, such as the AOA Annual Conference, the CSURMA Fitting the Pieces Together Conference and other conferences as appropriate.
6. Authority to appoint an at-large AORMA Committee member or the First Vice Chair or Second Vice Chair if that seat on the AORMA Committee is vacated mid-term.
7. Authority to establish task groups as necessary.
8. Authority to appoint the Standing Committee Chair, members of the AORMA Standing Committee and task groups (in consultation with the AORMA Standing Committee Chair).
9. Service on Standing Committee, task groups and ad hoc committees as appropriate.
10. Attend and present at CSURMA Board of Directors meetings.
11. Authority to call meetings from time to time and in compliance with applicable open meeting regulations to conduct business and planning for the AORMA program including an AORMA Officer's Retreat.
12. Authority to invite additional attendees to meetings as the Chair deems appropriate and to authorize reimbursement of invitee travel expenses provided the expenses are within amounts budgeted for AORMA expenses and in compliance with AORMA travel expense reimbursement Policy and Procedure.

AORMA Committee First Vice Chair - In addition to items 1 thru 5 and item 9 of the roles and responsibilities of the AORMA Committee Chair, it is expected that the AORMA Committee First Vice Chair will also;

1. Be prepared to serve in the Chair position should the Chair vacate its seat mid-term.
2. Attend and participate in the CSURMA Executive Committee meetings.

AORMA Committee Second Vice Chair - In addition to items 1 thru 5 and item 9 of the roles and responsibilities of the AORMA Committee Chair, it is expected that the AORMA Committee Second Vice Chair will also;

1. Be prepared to serve in the First Vice Chair position should the First Vice Chair vacate its seat mid-term.

AORMA Standing Committees

1. The AORMA Committee reserves the right to create and dissolve any or all Standing Committees at any time. The AORMA Committee shall appoint Standing Committees to provide support to the AORMA Committee. These Standing Committees are as follows:
 - a. Programs Committee
 - b. Executive Officers
2. Standing Committee membership will be as follows:
 - a. Programs Committee – A minimum of five members, at least two of whom shall be AORMA Committee members.
 - b. Executive Officers – The AORMA Committee Chair, First Vice Chair and Second Vice Chair.
3. Every spring, the membership of each Standing Committee will recommend to the AORMA Committee Chair a nominee from the AORMA Committee for the Chair position of their respective Standing Committee.
4. The AORMA Committee Chair shall appoint Standing Chairs annually for a one-year term effective on July 1. The Chair of any Standing Committee must simultaneously be a member of the AORMA Committee.
5. AORMA Standing Committee appointments are at the discretion of the AORMA Committee Chair. It is expected that appointed members be prepared to serve for at least one complete two-year term. Standing Committee members may serve a maximum of three consecutive two-year terms, with an effective date of July 1 of the year in which they are appointed. Upon being termed out of a Standing Committee, a person may serve again on the same Standing Committee after sitting out a period of one year.
6. No auxiliary organization will have multiple representatives serving simultaneously on any AORMA Standing Committee.
7. Reasonable travel expenses associated with participation on AORMA Standing Committees are reimbursable as provided in CSURMA’s travel reimbursement policy.
8. Representatives are individually appointed, not direct representatives of their respective auxiliary organizations. It is expected that representatives will approach their responsibilities from the perspective of the good of the CSURMA Auxiliary Organizations programs as a whole, rather than just their individual organization’s benefit.
9. Standing Committees shall develop recommendations for the AORMA Committee and take action within delegated authority.



10. Standing Committees shall be responsible for overseeing the completion of special projects as determined by the AORMA Committee. Standing Committees will be asked to present recommendations for discussion and approval by the full AORMA Committee.

ADDENDUM

AORMA STANDING COMMITTEE DESCRIPTIONS

This addendum to CSURMA AORMA Policy and Procedure A-2 will summarize the primary roles and responsibilities of the Committees appointed by the AORMA Committee Chair. The Committees will from time to time provide reports on their activities to the AORMA Committee, making recommendations on their areas of expertise.

This addendum may be updated from time to time as the need for changes to the Committee structure are desired by the AORMA Committee.

Executive Officers Committee

The AORMA Executive Officers Committee will provide executive management oversight of AORMA operations and AORMA staff. Comprised of the AORMA Chair, First Vice Chair and Second Vice Chair, the Executive Officers Committee will develop relationships between the CSURMA AORMA and the AOA, manage Committee appointments, leadership and succession planning, and work with staff to develop and update miscellaneous financial, legal, governing and coverage documents. The Executive Committee shall also have claims settlement authority as outlined in AORMA Policies and Procedures L-2 and W-5.

Programs Committee

The Programs Committee will oversee the management of all programs not otherwise assigned to another committee, including, but not limited to, the Liability, Workers' Compensation, Property, Crime, Unemployment Insurance, Participant Accident Insurance and Foreign Travel Liability Programs, as well as new program development. The Committee will assist in the review of annual actuarial reports and the development of rating plans for allocation of annual costs, policies and coverage documents. Training, service provider RFP development and selection will also be handled by this Committee. The Programs Committee will act as a liaison to the AOA Human Resources Committee. The Committee will assist in the development of relationships between the AORMA and the AOA, as well as continue to strengthen the relationships between the CSURMA and its Auxiliary Organization membership. The Committee will utilize newsletters, member surveys, annual reports and other methods of communicating the benefits of AORMA membership to the members. The Committee will direct staff in the development of "value-added" services such as the Certificate Tracking Program, OAYSYS-Net Property database, claims reports, service provider evaluations and the professional development through risk management training of the AORMA membership.

The Committee will assist in the development, implementation and evaluation of various training programs aimed at developing safety and loss control awareness among the AORMA membership. The Committee will also lead professional development of the AORMA membership in the field of risk management and be responsible for the allocation of the risk management budget among the various safety and risk control service providers.

WORKERS' COMPENSATION DIVIDEND – PAYABLE IN JULY 2017
FY 17/18 WORKERS' COMPENSATION PROGRAM MEMBER ALLOCATION
FY 17/18 UNEMPLOYMENT INSURANCE PROGRAM MEMBER ALLOCATION

ISSUE: The Workers' Compensation Dividend payable in July, 2017 and the FY 17/18 Workers' Compensation Program and Unemployment Insurance Program member allocations have been revised in response to changes within AORMA's policies and procedures regarding refunds to Members who have federally sponsored programs.

When the Member receives money back from either the AORMA workers' compensation or unemployment insurance program, the federal government is entitled to receive a portion of that return. Within the workers' compensation program the refunds include dividends and premiums returned after the payroll audits, and within the unemployment insurance program, this would be funds in excess of the minimum required fund balance.

Policy and Procedure Nos. UI-1, A-4 and W-1 were revised to allow the Member to either (1) retain the refunds on account with CSURMA AORMA to be used to offset the contributions for the next year, or current year, or (2) receive the return from CSURMA AORMA and then calculate what percentage of the Member's payroll / salaries are attributable to federally sponsored programs to determine what percentage of the refund will need to be returned to the Feds.

RECOMMENDATION: The Committee will be asked to review and approve the following:

1. Revised Workers' Compensation Program dividend payable in July, 2017 in the amount of \$467,801.
2. Revised FY 17/18 Workers' Compensation Program Member Allocation.
3. Revised FY 17/18 Unemployment Insurance Program Member Allocation.

FISCAL IMPACT: See below.

Program	Approved Sept 2017	Revised June 2017	Difference
Workers' Compensation Dividend	888,622	467,801	(420,821)
FY 17/18 Workers' Compensation Deposit	4,481,153	4,065,947	(415,206)
FY 17/18 Unemployment Insurance Deposit	1,924,554	1,300,731	(623,823)

The declared workers' compensation dividend amount has changed from \$888,622 to \$467,801; \$420,821 will be used to reduce the FY 17/18 deposit premium.

The FY 17/18 workers' compensation program deposit has changed as shown below:

Program Costs Approved in Dec., 2016	4,481,153
Additional Costs for Aztec Shops., Ltd.	185,624
Less Dividend	(180,011)
Less Return Premium Audit FY 15/16	(420,819)
Total FY 17/18 Workers' Compensation Deposit	4,065,947

The unemployment insurance program members who have excess funds on account have been given the option of using the excess funds to reduce the FY 17/18 deposit premium or keeping the funds on account.

BACKGROUND: None.

PUBLICATION: The members will receive their FY 17/18 AORMA program invoice in July, 2017 which will reflect the decisions made regarding the workers' compensation dividend and audit refund as well as unemployment insurance program excess funds.

ATTACHMENT(S):

- a. Workers' Compensation Dividend Allocation
- b. FY 17/18 Workers' Compensation Program Member Allocation (revised)
- c. FY 17/18 Unemployment Insurance Program Member Allocation (revised)
- d. Policy and Procedure UI-1
- e. Policy and Procedure A-4
- f. Policy and Procedure W-1

**AORMA Workers' Compensation Program
July 1, 2017 Dividend Allocation**

Members w/ Sponsored Programs

\$ 888,622

Campus	Auxiliary Organization Member	Premium Contributions for Five Years	Dividends Payable to Members	Dividends to Remain on Account
Bakersfield	California State University, Bakersfield Auxiliary for Sponsored Programs and Administration	\$ 77,569	\$ -	\$ 3,215
Bakersfield	California State University, Bakersfield Foundati	\$ 71,172	\$ 2,950	
Channel Islands	University Auxiliary Services, Inc. (University Glen Corp)	\$ 240,982	\$ 9,988	
Chico	Associated Students of California State University, Chic	\$ 799,946	\$ 33,157	
Chico	The CSU, Chico Research Foundation	\$ 667,370	\$ -	\$ 27,662
Dominguez Hills	Associated Students, California State University, Dominguez Hill	\$ 18,417	\$ 763	
Dominguez Hills	California State University, Dominguez Hills Foundati	\$ 359,199	\$ -	\$ 14,888
Dominguez Hills	Donald P. and Katherine B. Loker University Student Union, Incorporatec	\$ 46,033	\$ 1,908	
East Bay	Associated Students, California State University, East Bay	\$ 100,098	\$ 4,149	
East Bay	California State University, East Bay Foundation, Inc	\$ 111,839	\$ 4,636	
Fresno	California State University, Fresno Association, Inc	\$ 547,790	\$ 22,705	
Fresno	The California State University, Fresno Athletic Corporati	\$ 431,684	\$ 17,893	
Fullerton	Associated Students, California State University, Fullerton, Inc	\$ 438,114	\$ 18,159	
Fullerton	CSU Fullerton Auxiliary Services Corporation	\$ 827,245	\$ -	\$ 34,288
Humboldt	Associated Students, Humboldt State University	\$ 8,233	\$ 341	
Humboldt	Humboldt State University Center Board of Director	\$ 443,194	\$ 18,370	
Humboldt	Humboldt State University Sponsored Programs Foundati	\$ 671,884	\$ -	\$ 27,849
Long Beach	Associated Students, California State University, Long Beac	\$ 375,525	\$ 15,565	
Long Beach	California State University, Long Beach Research Foundati	\$ 529,316	\$ -	\$ 21,939
Long Beach	Forty-Niner Shops, Inc., CSU Long Beach	\$ 834,535	\$ 34,590	
Los Angeles	Cal State L.A. University Auxiliary Services, Inc	\$ 653,666	\$ -	\$ 27,094
Los Angeles	University-Student Union Board, California State University, Los Angele	\$ 183,344	\$ 7,599	
Monterey Bay	The University Corporation at Monterey Bay	\$ 527,096	\$ -	\$ 21,847
Northridge	Associated Students, California State University, Northridge, Inc	\$ 258,918	\$ 10,732	
Northridge	The University Corporation, CSU Northridge	\$ 1,481,613	\$ -	\$ 61,411
Northridge	University Student Union of California State University, Northridg	\$ 432,278	\$ 17,917	
Pomona	Associated Students Inc., California State Polytechnic University, Pomona	\$ 313,662	\$ 13,001	
Pomona	The Cal Poly Pomona Foundation, Inc	\$ 1,400,306	\$ -	\$ 58,041
Sacramento	Associated Students of California State University, Sacramento	\$ 342,908	\$ 14,213	
Sacramento	University Enterprises, Inc., CSU Sacramento	\$ 1,141,413	\$ -	\$ 47,310
Sacramento	Capital Public Radio	\$ 11,679	\$ 484	
San Bernardino	Associated Students Inc., California State University, San Bernardinc	\$ 11,014	\$ 457	
San Bernardino	Santos Manuel Student Union of California State University, San Bernardinc	\$ 172,304	\$ 7,142	
San Bernardino	University Enterprises Corporation at CSUSB	\$ 395,716	\$ -	\$ 16,402
San Diego	Associated Students, San Diego State University	\$ 913,706	\$ 37,872	
San Francisco	Associated Students, Inc., San Francisco State University	\$ 200,697	\$ 8,319	
San Francisco	The University Corporation, San Francisco State	\$ 162,463	\$ 6,734	
San Jose	Associated Student, San Jose State University	\$ 234,853	\$ 9,734	
San Jose	San Jose State University Research Foundati	\$ 1,148,392	\$ -	\$ 47,599
San Jose	Spartan Shops, Inc., San Jose State University	\$ 781,052	\$ 32,374	
San Jose	The Student Union of San Jose State University	\$ 179,896	\$ 7,456	
San Jose	The Tower Foundation, San Jose State University	\$ 102,928	\$ 4,266	
San Luis Obispo	Associated Students, Inc., California Polytechnic State University at San Luis Obispo	\$ 486,001	\$ 20,144	
San Luis Obispo	Cal Poly Corporation	\$ 1,931,290	\$ 80,050	
San Marcos	University Auxiliary and Research Services Corporati	\$ 272,002	\$ -	\$ 11,274
Sonoma	Associated Students of Sonoma State University	\$ 52,232	\$ 2,165	
Sonoma	Sonoma State Enterprise	\$ 5,431	\$ 225	
Stanislaus	Associated Students, Inc., California State University, Stanislaus	\$ 17,178	\$ 712	
Stanislaus	University Student Union of California State University, Stanislaus	\$ 24,870	\$ 1,031	

Total: \$ 21,439,051 \$ 467,801 \$ 420,819

**CSURMA AORMA
FY 17 18 Workers' Compensation Program
Member Allocation**

Campus	Auxiliary	FY 17 18 Est Payroll	FY 17/18 Annual Deposit w/o Div or Audit RP	FY 15 16 Audit RP on Account	Dividend Payable on 7/01/17 on Account	FY 17 18 ANNUAL Premium	Last Year's Premium	FY 17 18 QUARTERLY Premium
Bakersfield	California State University, Bakersfield Auxiliary for Sponsored Programs and Administration	1,832,300	13,685	4,135	3,215	6,335	14,491	1,584
Bakersfield	California State University, Bakersfield Foundation	20,000	99	-	-	99	5,531	25
Channel Islands	CI University Auxiliary Services, Inc	3,102,477	63,386	-	-	63,386	69,883	15,847
Chico	Associated Students of California State University, Chico	8,192,918	156,506	-	-	156,506	153,712	39,127
Chico	The CSU, Chico Research Foundation	13,838,542	108,124	2,292	27,662	78,170	132,904	19,543
Dominguez Hills	Associated Students, California State University, Dominguez Hills	596,680	7,466	-	-	7,466	6,382	1,867
Dominguez Hills	California State University, Dominguez Hills Foundation	6,109,635	46,696	-	14,888	31,808	40,207	7,952
Dominguez Hills	The Donald P. and Katherine B. Loker University Student Union, Inc	1,243,475	22,984	-	-	22,984	16,967	5,746
East Bay	Associated Students, California State University, East Bay	498,692	2,038	-	-	2,038	2,239	510
Fresno	California State University, Fresno Association, Inc.	7,071,000	89,405	-	-	89,405	85,478	22,351
Fresno	The California State University, Fresno Athletic Corporator	5,481,660	84,408	-	-	84,408	71,748	21,102
Fullerton	Associated Students, California State University, Fullerton, Inc	5,955,229	84,691	-	-	84,691	103,553	21,173
Fullerton	CSU Fullerton Auxiliary Services Corporator	16,950,487	134,563	-	34,288	100,275	120,246	25,069
Humboldt	Humboldt State University Center	3,960,000	110,414	-	-	110,414	95,822	27,604
Humboldt	Humboldt State University Sponsored Programs Foundation	9,138,973	99,588	16,100	27,849	55,639	98,103	13,910
Humboldt	Associated Students, Humboldt State University	127,000	1,550	-	-	1,550	2,165	388
Long Beach	Associated Students, California State University, Long Beach	6,347,423	119,946	-	-	119,946	121,249	29,987
Long Beach	California State University Long Beach Research Foundation	17,067,411	85,061	-	21,939	63,122	98,136	15,781
Long Beach	Forty-Niner Shops, Inc., CSU Long Beach	10,000,000	206,080	-	-	206,080	215,242	51,520
Los Angeles	Cal State L.A. University Auxiliary Services, Inc	9,200,000	117,870	-	27,094	90,776	129,535	22,694
Los Angeles	University-Student Union Board, California State University, Los Angeles	2,925,200	37,669	-	-	37,669	45,410	9,417
Monterey Bay	The University Corporation at Monterey Bay	9,896,799	79,208	-	21,847	57,361	78,724	14,340
Northridge	Associated Students, California State University, Northridge, Inc.	4,100,000	66,459	-	-	66,459	60,670	16,615
Northridge	The University Corporation, CSU Northridge	19,635,000	278,699	-	61,411	217,288	251,207	54,322
Northridge	University Student Union of California State University, Northridge	7,795,950	107,032	-	-	107,032	102,439	26,758
Pomona	Associated Students Inc., California State Polytechnic University, Pomona	6,827,880	128,838	-	-	128,838	114,886	32,210
Pomona	The Cal Poly Pomona Foundation, Inc	18,226,704	314,265	-	58,041	256,224	347,848	64,056
Sacramento	Associated Students of California State University, Sacramento	4,329,894	80,294	-	-	80,294	68,149	20,074
Sacramento	University Enterprises, Inc., CSU Sacramento	28,670,387	225,991	130,913	47,310	47,768	274,021	11,942
Sacramento	Capital Public Radio	4,610,000	13,830	-	-	13,830	9,683	3,458
San Bernardino	Associated Students Inc., California State University, San Bernardino	448,231	1,594	-	-	1,594	1,389	399
San Bernardino	University Enterprises Corporation at CSUSB	10,063,736	91,925	-	16,402	75,523	78,288	18,881
San Bernardino	Santos Manuel Student Union of California State University, San Bernardino	2,169,673	33,176	-	-	33,176	43,274	8,294
San Diego	Associated Students, San Diego State University	10,634,765	209,161	-	-	209,161	423,613	52,290
San Diego	Aztec Shops, Ltd., San Diego State University	13,839,416	185,624	-	-	185,624		46,406
San Diego	San Diego State University Research Foundation	65,490,000						
San Francisco	Associated Students, Inc., San Francisco State University	4,026,988	41,921	-	-	41,921	56,848	10,480
San Francisco	The University Corporation, San Francisco State	2,000,000	18,700	-	-	18,700	20,095	4,675

**CSURMA AORMA
FY 17 18 Workers' Compensation Program
Member Allocation**

Campus	Auxiliary	FY 17 18 Est Payroll	FY 17/18 Annual Deposit w/o Div or Audit RP	FY 15 16 Audit RP on Account	Dividend Payable on 7/01/17 on Account	FY 17 18 ANNUAL Premium	Last Year's Premium	FY 17 18 QUARTERLY Premium
San Jose	Associated Student, San Jose State University	3,358,000	36,809	-	-	36,809	40,229	9,202
San Jose	San Jose State University Research Foundation	28,172,278	157,922	26,571	47,599	83,752	162,506	20,938
San Jose	Spartan Shops, Inc., San Jose State University	7,981,023	202,927	-	-	202,927	199,410	50,732
San Jose	The Student Union of San Jose State University	4,053,166	76,386	-	-	76,386	41,981	19,097
San Jose	The Tower Foundation, San Jose State University	2,902,334	10,420	-	-	10,420	7,183	2,605
San Luis Obispo	Associated Students, Inc., California Polytechnic State University at San Luis Obispo	5,930,431	117,367	-	-	117,367	148,944	29,342
San Luis Obispo	Cal Poly Corporation	24,965,000	530,953	-	-	530,953	518,887	132,738
San Marcos	University Auxiliary and Research Services Corporation	6,833,000	48,687	-	11,274	37,413	48,353	9,353
Sonoma	Associated Students of Sonoma State University	684,863	6,537	-	-	6,537	9,159	1,634
Sonoma	Sonoma State Enterprises	530,000	2,425	-	-	2,425	28,060	606
Stanislaus	Associated Students, Inc., California State University, Stanislaus	393,693	2,066	-	-	2,066	2,018	517
Stanislaus	University Student Union of California State University, Stanislaus	463,258	5,332	-	-	5,332	6,054	1,333
Total	50	426,859,271	4,666,777	180,011	420,819	4,065,947	4,772,921	1,016,494

**CSURMA AORMA
Unemployment Insurance Program (UIP)
FY 17 18**

Campus	Member Organization	Use of Excess Funds to Reduce FY 17/18 Deposit Premium					
		Deposit	Excess Funds Available for Return to Member	Deposit w/ Excess Funds Applied (if applicable)	Refunds to Member w/in FY 17/18	Excess Funds Remaining on Account	Member Response
		FY 17 18	@ 6/30/16	FY 17 18			
Bakersfield	California State University, Bakersfield Foundation	27,495	-	27,495		-	
Chico	Associated Students of California State University, Chico	53,901	13,803	53,901		13,803	Keep Funds on Account
Chico	The CSU, Chico Research Foundation	91,740	234,035	91,740		234,035	Keep Funds on Account
Dominguez Hills	Associated Students, California State University, Dominguez Hills	3,261	19,575	-		16,314	Reduce Premium
Dominguez Hills	California State University, Dominguez Hills Foundation	54,500	62,374	-		7,874	Reduce Premium
Dominguez Hills	The Donald P. and Katherine B. Loker University Student Union, Inc.	9,385	-	9,385		-	
East Bay	Associated Students, California State University, East Bay	15,422	-	15,422		-	
Fresno	California State University, Fresno Association, Inc.	77,734	-	77,734		-	
Fresno	California State University, Fresno Foundation	146,972	40,698	146,972		40,698	Keep Funds on Account
Fullerton	Associated Students, California State University, Fullerton, Inc.	23,404	-	23,404		-	
Fullerton	CSU Fullerton Auxiliary Services Corporation	67,402	-	67,402		-	
Humboldt	Humboldt State University Center, Board of Directors	20,423	-	20,423		-	
Long Beach	Associated Students, California State University, Long Beach	16,922	-	16,922		-	
Long Beach	California State University, Long Beach Research Foundation	93,035	71,819	21,216		-	Reduce Premium
Long Beach	Forty-Niner Shops, Inc., CSU Long Beach	30,399	-	30,399		-	
Los Angeles	Cal State L.A. University Auxiliary Services, Inc.	99,719	309,090	-		209,371	Reduce Premium
Los Angeles	University-Student Union Board, California State University, Los Angeles	11,524	-	11,524		-	
Monterey Bay	The University Corporation at Monterey Bay	50,752	-	50,752		-	
Northridge	Associated Students, California State University, Northridge, Inc.	7,248	76,001	-		68,753	Reduce Premium
Northridge	The University Corporation, CSU Northridge	125,233	60,702	64,531		-	Reduce Premium
Northridge	University Student Union of California State University, Northridge	20,331	32,124	-		11,793	Reduce Premium
Pomona	Associated Students Inc., California State Polytechnic University, Pomona	27,181	9,964	27,181	9,964	-	Refund to Member
Sacramento	University Enterprises, Inc., CSU Sacramento	429,165	157,627	271,538		-	Reduce Premium
Sacramento	Capital Public Radio, Inc., CSU Sacramento	20,479	(1)	20,480		-	
Sacramento	Associated Students of CSU Sacramento (<i>Joined 2012 07 01</i>)	38,141	-	38,141		-	
San Bernardino	Associated Students Inc., California State University, San Bernardino	2,768	-	2,768		-	
San Bernardino	University Enterprises Corporation at CSUSB	86,187	46,145	86,187		46,145	Keep Funds on Account
San Bernardino	Santos Manual Student Union of California State University, San Bernardino	9,676	-	9,676		-	
San Francisco	Associated Students, Inc., San Francisco State University	4,433	16,849	-		12,416	Reduce Premium
San Francisco	The University Corporation, San Francisco State	17,540	144,200	17,540		144,200	Keep Funds on Account
San Francisco	Cesar Chaves Student Center, SFSU (<i>Dissolved 2014 06 30</i>)	-	-	-		-	
San Francisco	Franciscan Shops (<i>Dissolved 2012 06 30</i>)	-	-	-		-	
San Jose	Associated Students, Inc., San Jose State University	3,934	43,214	-		39,280	Reduce Premium
San Jose	San Jose State University Research Foundation	137,724	294,450	-		156,726	Reduce Premium
San Jose	Spartan Shops, Inc., San Jose State University	27,765	1	27,764		-	

**CSURMA AORMA
Unemployment Insurance Program (UIP)
FY 17 18**

Campus	Member Organization	Use of Excess Funds to Reduce FY 17/18 Deposit Premium					
		Deposit	Excess Funds Available for Return to Member	Deposit w/ Excess Funds Applied (if applicable)	Refunds to Member w/in FY 17/18	Excess Funds Remaining on Account	Member Response
		FY 17 18	@ 6/30/16	FY 17 18			
San Jose	The Student Union of San Jose State University	13,887	-	13,887		-	
San Luis Obispo	Associated Students, Inc., California Polytechnic State University at San Luis Obispo	6,464	1,446	5,018		-	Reduce Premium
San Marcos	University Auxiliary and Research Services Corporation, CSU San Marcos	51,328	(1)	51,329		-	
Sonoma	Associated Students of Sonoma State University	1,081	25,502	-		24,421	Reduce Premium

Total

1,300,731



CSURMA AORMA

POLICY & PROCEDURE UI-1

SUBJECT: FORMULA FOR DETERMINING THE UNEMPLOYMENT INSURANCE PROGRAM ANNUAL CONTRIBUTIONS

ADOPTED: MAY 12, 2010

EFFECTIVE: JULY 1, 2018

REVISED: DECEMBER 6, 2012
MAY 8, 2014
MAY 5, 2016
MARCH 9, 2017
MAY 4, 2017

Should there be any discrepancy between this document and either the MEMORANDUM OF COVERAGE or PARTICIPATION AGREEMENT between the AORMA Committee and the MEMBER, the MEMORANDUM OF COVERAGE and/or the PARTICIPATION AGREEMENT will govern.

POLICY:

The AORMA Unemployment Insurance Program (UIP) annual contribution for each Auxiliary Organization participating in the AORMA UIP (MEMBER) shall be calculated using two factors – paid claims and administrative costs.

PROCEDURE:

1. **Deposit Formula** - Paid claims (the MEMBER's average annual paid claims for five years ending 6/30), plus an administrative cost. The administrative costs are allocated to each MEMBER based on its percentage of the total average annual paid claims.
2. **Minimum Fund Balance** - Each MEMBER must maintain in the AORMA UIP a minimum fund balance of two times its average annual losses. If a MEMBER's fund balance is below the minimum, annually, the additional funding required will be calculated and the MEMBER will be assessed at the program anniversary date an amount not to exceed 20% of the additional funding required to achieve the minimum fund balance. The MEMBER will be assessed annually until the MEMBER's fund balance is at the minimum fund balance.

At the end of each fiscal year, the AORMA UIP Fund Balance Report will be distributed to each MEMBER. The Fund Balance Report will include actual paid claims for the fiscal year rather than estimates. If the MEMBER's fund balance exceeds the minimum fund balance required (two times annual average losses) then the MEMBER can request that the excess funds be returned.



For those MEMBERS involved in federally sponsored programs, the funds in excess of the minimum required fund balance can be retained on account with CSURMA to be used to lower contributions for the upcoming or current fiscal year. If the MEMBER chooses to receive a refund of the funds in excess of the minimum required fund balance, then the MEMBER will be required to calculate the percentage of its payroll and salary that is attributable to federally sponsored programs to determine what percentage of the refund will need to be returned to the federal government.

3. **Minimum Contribution** - There is no minimum contribution based on paid claims. However, a minimum contribution for administrative costs will be applied according to the Minimum Administrative Costs Schedule approved annually by the Programs Committee.
4. **Investment Income / Loss** - The total Investment Income or Loss is allocated to each MEMBER based on its percentage of the total AORMA UIP average fund balance for the preceding fiscal year. For the purpose of calculating the MEMBER's average fund balance, the following formula shall be used:

Beginning fund balance *plus* additional contributions *less* MEMBER's paid claims *less* MEMBER's allocated administrative costs = MEMBER's average balance.

MEMBER APPEAL PROCESS:

If a MEMBER wishes to appeal any decision regarding the application of the Target Surplus Funding Policy, the MEMBER must present an appeal in writing to the CSURMA Secretary-Auditor within 30 days of the disputed decision. The Secretary-Auditor shall place the Member's appeal on the AORMA COMMITTEE's agenda at its next regularly scheduled meeting. The AORMA COMMITTEE will review the appeal and inform the Member of the final decision within 5 business days of the final decision.

If a Member wishes to appeal the AORMA COMMITTEE's decision, the Member will notify the CSURMA Secretary-Auditor in writing within 5 business days of receipt of the AORMA COMMITTEE's decision. The CSURMA Executive Committee will then review the appeal at its next meeting or sooner. The CSURMA Executive Committee's decision will be the final determination.



DEFINITIONS:

AORMA COMMITTEE - The governing body of AORMA.

AORMA - Auxiliary Organizations Risk Management Alliance is a group of PROGRAMs that operate within the California State University Risk Management Authority representing the auxiliary organizations.

CSURMA - The California State University Risk Management Authority, a California Joint Powers Authority, comprised of the California State University and its auxiliary organizations.

MEMBER – The MEMBER is a signatory to the CSURMA Joint Powers Authority. Within this Policy and Procedure, MEMBER also means the Auxiliary Organization participating in the AORMA Unemployment Insurance Program.

MEMORANDUM OF COVERAGE – The AORMA Liability Program MEMORANDUM OF COVERAGE is a governing document which outlines the AORMA Liability Program’s definitions, coverages, exclusions and provisions. The AORMA Liability Program MEMORANDUM OF COVERAGE does not provide insurance, but instead provides for pooled-insurance. The MEMORANDUM OF COVERAGE is a negotiated agreement among the MEMBERS of CSURMA AORMA.

PARTICIPATION AGREEMENT – A governing document of CSURMA AORMA which outlines the roles and responsibilities of AORMA and its MEMBERS.

UIP – AORMA Unemployment Insurance Program.



CSURMA AORMA

POLICY AND PROCEDURE NO. A-4

SUBJECT: DIVIDENDS & ASSESSMENTS

ADOPTED: MARCH 8, 2007

**AMENDED: OCTOBER 29, 2009
SEPTEMBER 16, 2010
OCTOBER 23, 2014
MAY 5, 2016
MARCH 9, 2017**

EFFECTIVE: JULY 1, 2007

POLICY & PROCEDURE NO.: (FORMERLY) 8-AORMA

Should there be any discrepancy between this document and either the MEMORANDUM OF COVERAGE or PARTICIPATION AGREEMENT between the AORMA Committee and the MEMBER, the MEMORANDUM OF COVERAGE and/or the PARTICIPATION AGREEMENT will govern.

POLICY

It is the policy of the AORMA COMMITTEE that:

1. Evaluation of the funding for each Self-Insured PROGRAM shall be made based on all coverage periods combined for that particular PROGRAM rather than on each coverage period on its own. The availability of any dividend or need for any assessment will be determined based on the PROGRAM's overall funding relative to the Target Surplus Goal detailed in the separate Policy and Procedure No. A-3.
2. Assessments and Dividends shall be allocated to the MEMBERS based on participation in "open" policy periods only.
3. Unless the AORMA COMMITTEE takes specific action to the contrary, a coverage period shall be considered "closed" for dividend and assessment purposes five (5) years from the expiration of that period (i.e. 6/30/03 for FY 07/08).
4. Assessments are a responsibility of membership and shall be allocated to all MEMBERS who participated in the open policy periods which the assessment is based on, regardless of whether they are current MEMBERS at the time the assessment is declared.
5. Dividends are a privilege of membership and shall be allocated only to the current MEMBERS in the PROGRAM at the time the dividend is declared who participated in one or more of the open policy periods which the dividend is based on.

PROCEDURE

- 1. Annual Funding Analysis** – Each year the Program Director will analyze the current funding position of the PROGRAMs in accordance with the Target Surplus Goal detailed in Policy and Procedure No. A-3. This analysis will, in part, determine whether the PROGRAM’s overall funding is sufficient to consider a dividend or is depleted to the point of considering an assessment. The Program Director’s analysis will be reviewed by the AORMA COMMITTEE.
- 2. Closure of Policy Periods** - Upon reaching five (5) years of maturity after the end of a coverage period, that period shall be "closed" and there shall be no further dividends or assessments allocated with respect to those PROGRAM periods. Notwithstanding the above, the AORMA COMMITTEE may take action to leave a policy period "open" even though it may otherwise qualify for closure. In addition, the last five (5) policy periods shall always remain "open" unless the AORMA COMMITTEE takes specific action to declare any of the last five (5) policy periods closed.
- 3. Dividends and Assessments** - Dividends and assessments shall be allocated to the MEMBERS based upon the proportion of all premiums paid to the PROGRAM in all "open" periods only. For purposes of allocating dividends and assessments pursuant to this subparagraph, all "open" policy periods shall be considered collectively.
- 4. DECLARATION OF ASSESSMENTS** – Assessments will be declared as needed by the AORMA COMMITTEE, and will be collected from a MEMBER in accordance with its proportionate funding to the PROGRAM during all “open” policy periods, whether or not they currently participate in the PROGRAM at the time of the assessment.
- 5. DECLARATION OF DIVIDENDS** – The AORMA COMMITTEE may declare dividends if overall funding is sufficient to support such action. Upon such a declaration, the dividend shall be allocated to those MEMBERS currently participating in the PROGRAM at the time the dividend is declared, based on the proportionate funding of all “open” policy periods. For those MEMBERS involved in federally sponsored programs, the dividend can be retained on account with CSURMA to be used to lower contributions for the upcoming or current fiscal year. If the MEMBER chooses to receive the dividend, then the MEMBER will be required to calculate the percentage of its payroll and salary that is attributable to federally sponsored programs to determine what percentage of the dividend will need to be returned to the federal government.

MEMBER APPEAL PROCESS

If a MEMBER wishes to appeal any decision regarding the application of the Dividend/Assessment Policy, the MEMBER must present an appeal in writing to the CSURMA Secretary-Auditor within 30 days of the disputed decision. The Secretary-Auditor shall place the MEMBER appeal on the AORMA COMMITTEE agenda at its next regularly scheduled



CSURMA AORMA

POLICY AND PROCEDURE NO. A-4

meeting. The AORMA COMMITTEE will review the appeal at its next regularly scheduled meeting and inform the MEMBER of the final decision within 5 business days of its decision.

If a MEMBER wishes to appeal the AORMA COMMITTEE's decision, the MEMBER will notify the CSURMA Secretary-Auditor in writing within 5 business days of receipt of the AORMA COMMITTEE's decision. The CSURMA Executive Committee will then review the appeal at its next meeting or sooner. The CSURMA Executive Committee's decision will be the final determination.

DEFINITIONS:

AORMA – Auxiliary Organizations Risk Management Alliance, a group of PROGRAMs of the California State University Risk Management Authority representing auxiliary organizations.

AORMA COMMITTEE – The governing body of AORMA.

CSURMA - The California State University Risk Management Authority, a California Joint Powers Authority, comprised of the California State University and its auxiliary organizations.

MEMBER – The MEMBER is a signatory to the CSURMA Joint Powers Authority.

PROGRAM – For purposes of dividends and assessments, AORMA's PROGRAMs are the Liability, Workers' Compensation, Property and Crime.



CSURMA AORMA

POLICY AND PROCEDURE NO. W - 1

SUBJECT: WORKERS' COMPENSATION MEMBER ALLOCATION FORMULA

ADOPTED: MAY 15, 2008

EFFECTIVE: JULY 1, 2018

AMENDED: DECEMBER 8, 2009
SEPTEMBER 10, 2015
MAY 5, 2016
MARCH 9, 2017
MAY 4, 2017

PURPOSE:

It shall be the policy of the CSURMA Auxiliary Organizations Risk Management Alliance (AORMA) to determine each MEMBER's allocation of the workers' compensation TOTAL PROGRAM FUNDING as outlined in the Workers' Compensation Member Allocation Formula noted below:

PROCEDURE:

Annually, in September, the AORMA COMMITTEE will approve the TOTAL PROGRAM FUNDING for the workers' compensation program for the upcoming fiscal year.

Annually, in December, the PROGRAMS COMMITTEE will approve or accept the following allocation distribution criteria with the Workers' Compensation Member Allocation Formula:

1. AORMA BASIC RATES for each class code.
2. EXPERIENCE MODIFICATION FACTOR (EMF) as determined by the actuary.
3. Minimum Premium.

ALLOCATION FORMULA:

1. The MEMBER's EXPERIENCE MODIFICATION FACTOR is applied separately to each of the AORMA BASIC RATES. Result – Member's modified rates.
2. MEMBER's modified rates are applied separately to the MEMBER's estimated payroll, separated by class code, for the upcoming fiscal year. Result – Member's final modified deposit premium.
3. The minimum premium is applied if the Member's final modified deposit premium is less

than the approved minimum premium.

**** Example ****

1001	.50	*	.95	=	.48
1002	1.00	*	.95	=	.95
1004	1.50	*	.95	=	1.43
1005	3.00	*	.95	=	2.85
1006	4.00	*	.95	=	3.80
1007	5.00	*	.95	=	4.75
AORMA basic rates			Experience modification factor		Modified rates
1001	.48	*	\$1,000,000	=	\$4,800
1002	.95	*	\$800,000	=	\$7,600
1004	1.43	*	\$0	=	\$0
1005	2.85	*	\$0	=	\$0
1006	3.80	*	\$0	=	\$0
1007	4.75	*	\$0	=	\$0
					\$12,400
	Modified rates		Estimated payroll		Final modified deposit premium

ANNUAL PAYROLL AUDIT:

The MEMBER's final payroll separated by AORMA class code will be requested at the end of each program year. The MEMBER's final workers' compensation premium will be calculated by multiplying the MEMBER's actual payroll per class code by the MEMBER's modified rates. The MEMBER will receive either a refund or additional deposit billing based on how their audited contribution compares with their initial deposit. MEMBERS will allocate their payroll to each of the AORMA class codes as outlined in the (1) AORMA Workers' Compensation Explanation of Classification Codes and (2) AORMA Workers' Compensation Payroll Rules to Follow publications. For those MEMBERS involved in federally sponsored programs, the refund can be retained on account with CSURMA to be used to lower contributions for the upcoming or current fiscal year. If the MEMBER chooses to receive the refund, then the MEMBER will be required to calculate the percentage of its payroll and salary that is attributable to federally sponsored programs to determine what percentage of the dividend will need to be returned to the federal government.

If the final audit or the renewal application is not received by the deadline, then the Program Administrator may increase that MEMBERS payrolls by the average payroll increase for all MEMBERS for the prior two years.

MEMBER APPEAL PROCESS:

If a MEMBER wishes to appeal any decision regarding the application of the Workers' Compensation Program Member Allocation Formula Policy and Procedure, the MEMBER must present an appeal in writing to the CSURMA Secretary-Auditor within 30 days of the disputed decision. The Secretary-Auditor shall place the MEMBER's appeal on the AORMA COMMITTEE's agenda at its next regularly scheduled meeting. The AORMA COMMITTEE will review the appeal and inform the MEMBER of the final decision within 5 business days of the final decision.

If a MEMBER wishes to appeal the AORMA COMMITTEE's decision, the MEMBER will notify the CSURMA Secretary-Auditor in writing within five (5) business days of receipt of the AORMA COMMITTEE's decision. The CSURMA EXECUTIVE COMMITTEE will then review the appeal at its next meeting or sooner. The CSURMA EXECUTIVE COMMITTEE's decision will be the final determination.

DEFINITIONS:

AORMA – Auxiliary Organizations Risk Management Alliance is a group of PROGRAMs that operate within the California State University Risk Management Authority representing the auxiliary organizations.

AORMA COMMITTEE – The governing body of AORMA.

AORMA BASIC RATES – The AORMA Basic Rates will be approved annually by the PROGRAMS COMMITTEE. The WCIRB class code rates shown below will be utilized when determining the AORMA BASIC RATES. A normalization factor will be added to the WCIRB class code rates in order to achieve the TOTAL PROGRAM FUNDING required as approved by the AORMA COMMITTEE.

Class Code Description	AORMA	WCIRB
Clerical	1001	8810
Off-site activities / professional / student activities	1002	8868
Retail	1004	8071
Sports / day care	1005	9053
Food service	1006	9079
Manual labor	1007	9101

CSURMA – The California State University Risk Management Authority, a California Joint Powers Authority, comprised of the California State University and its auxiliary organizations.

CSURMA EXECUTIVE COMMITTEE – The California State University Risk Management Authority Executive Committee.

EXPERIENCE MODIFICATION FACTOR (EMF) – The experience rating system is a merit rating system intended to provide MEMBERS a direct financial incentive to reduce work-related accidents. The experience rating system objectively distributes the cost of the workers’ compensation program more equitably among the MEMBERS. An EMF less than 100% reflects better than average experience. The actuary will determine each MEMBER’s EMF based on the current published WCIRB method. The EMF will be adjusted for the normalization factor and capped at a maximum change of +20% from the prior (normalized) EMF. The EMF will not include a maximum decrease cap.

MEMBER – The Member is a signatory to the CSURMA Joint Powers Authority as well as the AORMA Workers’ Compensation Program Participation Agreement.

MEMORANDUM OF COVERAGE – The AORMA Liability Program MEMORANDUM OF COVERAGE is a governing document which outlines the AORMA Liability Program’s definitions, coverages, exclusions and provisions. The AORMA Liability Program MEMORANDUM OF COVERAGE does not provide insurance, but instead provides for pooled-insurance. The



MEMORANDUM OF COVERAGE is a negotiated agreement among the MEMBERS of CSURMA AORMA.

PARTICIPATION AGREEMENT – A governing document of CSURMA AORMA which outlines the roles and responsibilities of AORMA and its MEMBERS.

PROGRAMS COMMITTEE - The Programs Committee oversees the management of all programs not otherwise assigned to another committee, including, but not limited to, the Liability, Workers' Compensation, Property, Crime, Unemployment Insurance, Participant Accident Insurance and Foreign Travel Liability Programs, as well as new program development. The Committee will assist in the review of annual actuarial reports and the development of rating plans for allocation of annual costs, policies and coverage documents. Training, service provider RFP development and selection will also be handled by this Committee. The Programs Committee will act as a liaison to the AOA Human Resources Committee.

TOTAL PROGRAM FUNDING - The Total Program Funding costs will include (1) the pooled layer funding requirement, as recommended by the actuary, (2) administrative costs and (3) excess insurance or reinsurance costs.

**NEW WORKERS' COMPENSATION MEMBER
 AZTEC SHOPS, LTD (SDSU)**

ISSUE: Aztec Shops, Ltd. is requesting approval to join the AORMA Workers' Compensation Program.

RECOMMENDATION: Staff recommends that the Committee (1) approve Aztec Shops, Ltd. as a new Workers' Compensation Program member, and (2) approve the FY 17/18 revised Workers' Compensation Program Member Allocation.

FISCAL IMPACT: Based on the estimated payroll for FY 17/18 and the current experience modification factor calculated by the WCIRB, the FY 17/18 program costs are as follows:

Aztec Shops, Ltd.				
FY 17/18 AORMA Workers' Compensation Program				
AORMA Class Code	Payroll	Rate w/o Exp Mod	Rate w/ Exp Mod	Premium
1001	4,322,265	0.29	0.20	8,645
1002	22,374	0.69	0.48	107
1004	2,643,761	1.04	0.73	19,299
1005	-	2.54	1.78	-
1006	6,851,016	3.28	2.30	157,573
1007	-	4.02	2.81	-
Total	13,839,416			185,625
Experience Modification Factor				0.70
Quarterly Premium				46,406

BACKGROUND: Aztec Shops, Ltd., has completed all of the requirement documents to join the AORMA Workers' Compensation Program.

PUBLICATION: None at this time.

ATTACHMENT(S):

- a. FY 17/18 Workers' Compensation Program Allocation
- b. Application
- c. Experience Modification Worksheet

**CSURMA AORMA
FY 17 18 Workers' Compensation Program
Member Allocation**

Campus	Auxiliary	FY 17 18 Est Payroll	FY 17/18 Annual Deposit w/o Div or Audit RP	FY 15 16 Audit RP on Account	Dividend Payable on 7/01/17 on Account	FY 17 18 ANNUAL Premium	Last Year's Premium	FY 17 18 QUARTERLY Premium
Bakersfield	California State University, Bakersfield Auxiliary for Sponsored Programs and Administration	1,832,300	13,685	4,135	3,215	6,335	14,491	1,584
Bakersfield	California State University, Bakersfield Foundation	20,000	99	-	-	99	5,531	25
Channel Islands	CI University Auxiliary Services, Inc	3,102,477	63,386	-	-	63,386	69,883	15,847
Chico	Associated Students of California State University, Chico	8,192,918	156,506	-	-	156,506	153,712	39,127
Chico	The CSU, Chico Research Foundation	13,838,542	108,124	2,292	27,662	78,170	132,904	19,543
Dominguez Hills	Associated Students, California State University, Dominguez Hills	596,680	7,466	-	-	7,466	6,382	1,867
Dominguez Hills	California State University, Dominguez Hills Foundation	6,109,635	46,696	-	14,888	31,808	40,207	7,952
Dominguez Hills	The Donald P. and Katherine B. Loker University Student Union, Inc	1,243,475	22,984	-	-	22,984	16,967	5,746
East Bay	Associated Students, California State University, East Bay	498,692	2,038	-	-	2,038	2,239	510
Fresno	California State University, Fresno Association, Inc.	7,071,000	89,405	-	-	89,405	85,478	22,351
Fresno	The California State University, Fresno Athletic Corporator	5,481,660	84,408	-	-	84,408	71,748	21,102
Fullerton	Associated Students, California State University, Fullerton, Inc	5,955,229	84,691	-	-	84,691	103,553	21,173
Fullerton	CSU Fullerton Auxiliary Services Corporator	16,950,487	134,563	-	34,288	100,275	120,246	25,069
Humboldt	Humboldt State University Center	3,960,000	110,414	-	-	110,414	95,822	27,604
Humboldt	Humboldt State University Sponsored Programs Foundator	9,138,973	99,588	16,100	27,849	55,639	98,103	13,910
Humboldt	Associated Students, Humboldt State University	127,000	1,550	-	-	1,550	2,165	388
Long Beach	Associated Students, California State University, Long Beach	6,347,423	119,946	-	-	119,946	121,249	29,987
Long Beach	California State University Long Beach Research Foundator	17,067,411	85,061	-	21,939	63,122	98,136	15,781
Long Beach	Forty-Niner Shops, Inc., CSU Long Beach	10,000,000	206,080	-	-	206,080	215,242	51,520
Los Angeles	Cal State L.A. University Auxiliary Services, Inc	9,200,000	117,870	-	27,094	90,776	129,535	22,694
Los Angeles	University-Student Union Board, California State University, Los Angeles	2,925,200	37,669	-	-	37,669	45,410	9,417
Monterey Bay	The University Corporation at Monterey Bay	9,896,799	79,208	-	21,847	57,361	78,724	14,340
Northridge	Associated Students, California State University, Northridge, Inc.	4,100,000	66,459	-	-	66,459	60,670	16,615
Northridge	The University Corporation, CSU Northridge	19,635,000	278,699	-	61,411	217,288	251,207	54,322
Northridge	University Student Union of California State University, Northridge	7,795,950	107,032	-	-	107,032	102,439	26,758
Pomona	Associated Students Inc., California State Polytechnic University, Pomona	6,827,880	128,838	-	-	128,838	114,886	32,210
Pomona	The Cal Poly Pomona Foundation, Inc	18,226,704	314,265	-	58,041	256,224	347,848	64,056
Sacramento	Associated Students of California State University, Sacramento	4,329,894	80,294	-	-	80,294	68,149	20,074
Sacramento	University Enterprises, Inc., CSU Sacramento	28,670,387	225,991	130,913	47,310	47,768	274,021	11,942
Sacramento	Capital Public Radio	4,610,000	13,830	-	-	13,830	9,683	3,458
San Bernardino	Associated Students Inc., California State University, San Bernardino	448,231	1,594	-	-	1,594	1,389	399
San Bernardino	University Enterprises Corporation at CSUSB	10,063,736	91,925	-	16,402	75,523	78,288	18,881
San Bernardino	Santos Manuel Student Union of California State University, San Bernardino	2,169,673	33,176	-	-	33,176	43,274	8,294
San Diego	Associated Students, San Diego State University	10,634,765	209,161	-	-	209,161	423,613	52,290
San Diego	Aztec Shops, Ltd., San Diego State University	13,839,416	185,624	-	-	185,624		46,406
San Diego	San Diego State University Research Foundation	65,490,000						
San Francisco	Associated Students, Inc., San Francisco State University	4,026,988	41,921	-	-	41,921	56,848	10,480
San Francisco	The University Corporation, San Francisco State	2,000,000	18,700	-	-	18,700	20,095	4,675

**CSURMA AORMA
FY 17 18 Workers' Compensation Program
Member Allocation**

Campus	Auxiliary	FY 17 18 Est Payroll	FY 17/18 Annual Deposit w/o Div or Audit RP	FY 15 16 Audit RP on Account	Dividend Payable on 7/01/17 on Account	FY 17 18 ANNUAL Premium	Last Year's Premium	FY 17 18 QUARTERLY Premium
San Jose	Associated Student, San Jose State University	3,358,000	36,809	-	-	36,809	40,229	9,202
San Jose	San Jose State University Research Foundation	28,172,278	157,922	26,571	47,599	83,752	162,506	20,938
San Jose	Spartan Shops, Inc., San Jose State University	7,981,023	202,927	-	-	202,927	199,410	50,732
San Jose	The Student Union of San Jose State University	4,053,166	76,386	-	-	76,386	41,981	19,097
San Jose	The Tower Foundation, San Jose State University	2,902,334	10,420	-	-	10,420	7,183	2,605
San Luis Obispo	Associated Students, Inc., California Polytechnic State University at San Luis Obispo	5,930,431	117,367	-	-	117,367	148,944	29,342
San Luis Obispo	Cal Poly Corporation	24,965,000	530,953	-	-	530,953	518,887	132,738
San Marcos	University Auxiliary and Research Services Corporation	6,833,000	48,687	-	11,274	37,413	48,353	9,353
Sonoma	Associated Students of Sonoma State University	684,863	6,537	-	-	6,537	9,159	1,634
Sonoma	Sonoma State Enterprises	530,000	2,425	-	-	2,425	28,060	606
Stanislaus	Associated Students, Inc., California State University, Stanislaus	393,693	2,066	-	-	2,066	2,018	517
Stanislaus	University Student Union of California State University, Stanislaus	463,258	5,332	-	-	5,332	6,054	1,333
Total	50	426,859,271	4,666,777	180,011	420,819	4,065,947	4,772,921	1,016,494

CSURMA AORMA
Workers' Compensation Program
Underwriting Data Requirements for New Members

Legal Name of Auxiliary Organization:
 Aztec Shops, Ltd., San Diego State University

Address:
 5250 Campanile Drive

Primary Workers' Compensation Contact: *(Name, Telephone Number and E-Mail Address)*
 Jennifer Lakin
 Director of Management Services
 619-594-7501
Jennifer.lakin@darth.sdsu.edu

Alternate Workers' Compensation Contact: *(Name, Telephone Number and E-Mail Address)*

Federal Tax ID No.: 95-0516240

A. Employee Classification & Annual Payroll

Please attach a copy of your current Workers' Compensation policy's Declarations page, complete with payroll information by class code.

Please complete the following for the renewal period:

Classifications	WC Code	Estimated Annual Payroll	# of FTE Employees
Clerical - Onsite	1001	3,772,610	91
Primarily Professional/Student Activity Functions, Consulting, and Certain Aspects of Performing Arts, and Off-site	1002	45,474	7
All retail operations, except food service	1004	2,865,001	242
Sports Activity / Day Care Centers	1005	0	0
Food Service	1006	7,221,227	612
Primarily Involves Manual Labor and/or Use of Machinery or Chemicals, or Work is Largely of a Physical Nature	1007	180,459	4

B. Payroll and Loss History

Please provide a Workers' Compensation loss run from your current insurance carrier which includes five years of loss information.

C. Current Workers' Compensation Safety Programs

Do you currently have the following:

- | | <u>YES</u> | <u>NO</u> |
|---|------------|--------------------------|
| 1. Written workplace safety policy and procedures (SB-198)? | ✓ | <input type="checkbox"/> |
| 2. Work safety or other training programs to minimize industrial accidents? | ✓ | <input type="checkbox"/> |
| 3. Early-Return-to-Work or Alternative/Modified Duties for injured workers? | ✓ | <input type="checkbox"/> |
| 4. Designated medical clinics? | ✓ | <input type="checkbox"/> |

D. Exposure Information

Do you have any of the following Workers' Compensation exposures: YES NO

- | | | |
|---|--------------------------|--------------------------|
| 1. Operations involving aircraft or airports? | <input type="checkbox"/> | ✓ |
| 2. Watercraft or marine exposures, including non-marine operations located on wharves or piers? | <input type="checkbox"/> | ✓ |
| 3. Do you have any employees who were, or will be, hired in a State other than California and who will work in a State other than California? | ✓ | <input type="checkbox"/> |

Please provide a brief explanation of all "Yes" responses:

One employee is working remotely in Colorado in the IT department.

Please send completed information to:

Mimi Long
JPA Program Administration
Alliant Insurance Services, 11th Floor
100 Pine Street, 11th Floor
San Francisco, CA 94111

mlong@alliantinsurance.com – email
415-874-4810 – fax
415-403-1423 – office

AZTEC SHOPS, LTD. (A NON-PROFIT CORP)
AZTEC SHOPS, LTD. PENSION PLAN
SAN DIEGO STATE UNIVERSITY - MC-1701
SAN DIEGO CA 92182

Bureau Number 10-69-97-R
Effective Date 07/01/2017
Issue Date 03/02/2017
Experience Modification 70%
Insurer ZENITH INSURANCE COMPANY
Insurer Group FAIRFAX FINANCIAL #3
Policy Number Z067451613
Issuing Office SAN DIEGO
Experience Period 10/01/2012 to 10/01/2015

8017 STORES-RETAIL
8071 STORES-BOOKS-RETAIL
8078 BEVERAGE PREPARATION SHOPS
8078 SANDWICH SHOPS
8807 NEWSPAPER/MAGAZINE/BOOK PUBLISHING
8868 COLLEGES/SCHOOLS-PRIVATE-PROFESSIONALS
9079 CONCESSIONAIRES
9079 RESTAURANTS/TAVERNS
#8742 SALESPERSONS-OUTSIDE

Summary of Payroll and Expected Losses

Class Code	Payroll	Expected Loss Rate per \$100 payroll	Expected Losses	D-Ratio	Expected Primary Losses	Expected Excess Losses
Insurer: 189 Policy Period : 07/01/2015 to 07/01/2016						
8017	808,405	1.56	12,611	0.650	8,197	4,414
8071	1,496,241	0.58	8,678	0.646	5,606	3,072
8078	868,759	1.16	10,078	0.719	7,246	2,832
8807	242,273	0.15	363	0.612	222	141
8810	3,412,755	0.15	5,119	0.635	3,251	1,868
8868	52,616	0.41	216	0.651	141	75
9079	5,985,711	1.84	110,137	0.688	75,774	34,363
Totals	12,866,760		147,202		100,437	46,765

Summary of Claims and Actual Losses

Primary Threshold: 39,000

Claim Number	Injury Type / # of Claims	Open / Closed	Actual Losses	Actual Primary Losses	Actual Excess Losses
Totals					
645193	04	Open	38,639	38,639	0
656962	05	Closed	4,614	4,614	0
699832	06	Open	3,455	3,455	0
UNDER \$2,001	14		7,196	7,196	0
Totals	17		53,904	53,904	0

Insurer: 189 Policy Period : 07/01/2014 to 07/01/2015

Class Code	Payroll	Expected Loss Rate per \$100 payroll	Expected Losses	D-Ratio	Expected Primary Losses	Expected Excess Losses
8017	778,131	1.56	12,139	0.650	7,890	4,249
8071	1,249,568	0.58	7,247	0.646	4,682	2,565
8078	1,036,320	1.16	12,021	0.719	8,643	3,378
8807	257,244	0.15	386	0.612	236	150
8810	3,679,684	0.15	5,520	0.635	3,505	2,015
8868	58,091	0.41	238	0.651	155	83
9079	6,235,688	1.84	114,737	0.688	78,939	35,798
Totals	13,294,726		152,288		104,050	48,238

Claim Number	Injury Type / # of Claims	Open / Closed	Actual Losses	Actual Primary Losses	Actual Excess Losses
Totals					
604998	06	Closed	3,499	3,499	0
619549	04	Closed	7,949	7,949	0
623421	05	Closed	10,764	(S) 5,691	5,073
626352	06	Open	4,742	4,742	0
UNDER \$2,001	19		9,842	9,842	0
Totals	23		36,796	31,723	5,073

Insurer: 189 Policy Period : 07/01/2013 to 07/01/2014

Class Code	Payroll	Expected Loss Rate per \$100 payroll	Expected Losses	D-Ratio	Expected Primary Losses	Expected Excess Losses
8017	801,183	1.56	12,498	0.650	8,124	4,374
8071	1,150,836	0.58	6,675	0.646	4,312	2,363
8078	914,385	1.16	10,607	0.719	7,626	2,981
8807	247,027	0.15	371	0.612	227	144
8810	3,666,453	0.15	5,500	0.635	3,493	2,007
8868	46,560	0.41	191	0.651	124	67
9079	5,684,489	1.84	104,595	0.688	71,961	32,634
Totals	12,510,933		140,437		95,867	44,570

Claim Number	Injury Type / # of Claims	Open / Closed	Actual Losses	Actual Primary Losses	Actual Excess Losses
Totals					
580408	06	Closed	3,077	3,077	0
581793	04	Closed	32,547	32,547	0
586713	05	Closed	4,293	4,293	0
651825	04	Open	32,135	32,135	0
UNDER \$2,001	22		9,827	9,827	0
Totals	26		81,879	81,879	0

Experience Period Totals	Expected Losses (A)	Expected Primary Losses (B)	Expected Excess Losses (C)	# of Claims	Actual Losses (D)	Actual Primary Losses (E)	Actual Excess Losses (F)
	439,927	300,354	139,573	66	172,579	167,506	5,073

Credible Primary Loss

Credible Excess Loss

$$\left[\left(\frac{\text{Total Actual Primary Losses (D)}}{\text{Credibility Primary}} \right) \times \left(\frac{\text{Total Expected Primary Losses (B)}}{\text{(1-Credibility Primary)}} \right) \right] + \left[\left(\frac{\text{Total Actual Excess Losses (E)}}{\text{Credibility Excess}} \right) \times \left(\frac{\text{Total Expected Excess Losses (C)}}{\text{(1-Credibility Excess)}} \right) \right] = \text{Total Adjusted / Total Expected Losses}$$

167,506 1.00 300,354 0.00 5,073 0.00 139,573 1.00 307,079 A 439,927

Loss-Free Rating: 32%

= Experience Modification **70%**

* Not Physically Inspected; # If Any; F = Federal
(S) Subrogation; (J) Joint Claim; (P) Partially Fraudulent, if any

Explanation of Your Experience Rating Form

Following is a brief explanation of your Experience Rating Form. The WCIRB's website (www.wcirb.com) contains additional information about the calculation of your experience modification. See the *Employer* information box on the homepage and click "Read More." Electronic versions of the *California Workers' Compensation Experience Rating Plan – 1995* (ERP) and the *California Workers' Compensation Uniform Statistical Reporting Plan – 1995* (USRP) are available on the WCIRB's website on the "Manuals and Plans" tab under "Publications and Filings." These publications are part of the Insurance Commissioner's regulations and govern experience rating and the reporting of payroll and losses by insurers, respectively.

About Experience Rating

Experience rating provides employers a direct financial incentive to reduce the number of work-related accidents and helps to objectively distribute the cost of workers' compensation insurance among employers assigned to the same industry classification. The USRP contains approximately 500 standard classifications used to describe all types of California businesses. A business that is not specifically described is assigned by analogy to a classification that is most similar in terms of processes and hazards.

Businesses assigned to your standard industry classification are relatively similar to your business; however, there are differences and those differences can have an impact on workers' compensation claims costs. To address these variations and encourage workplace safety, experience rating adjusts the premium you pay either upward or downward based on a comparison of your company's history of payroll and claims (collectively referred to as your "experience") to what is expected for businesses of similar size within the same industry classification. This comparison results in your **experience modification**.

An experience modification greater than 100 results from less favorable loss experience compared to the average of other similar businesses. An experience modification less than 100 results from more favorable loss experience. The data used to calculate your experience modification and the experience modification formula are shown on the Experience Rating Form (often referred to as a "worksheet" or "rate sheet").

Since the experience modification is intended to reflect differences in anticipated *future claims* costs, the formula reflects several standard "actuarial" adjustments so that past loss experience is used in a way that is predictive of future loss levels. For those employers who have sufficient historical experience to qualify, experience rating is mandatory and used by all insurers.

Data Used for Experience Rating and the Experience Period

The data used to calculate your experience modification is determined by your company's anniversary rating date, which **generally** is the inception date, or start date, of your policies. For example, if your policies always start on January 1, your anniversary rating date would be January 1.

The anniversary rating date determines the **experience period**, which is a three-year period beginning four years and nine months prior to your anniversary rating date and terminating one year and nine months prior to the anniversary rating date. With few exceptions, the payroll and losses arising from all policies incepting within the experience period are used in the calculation of your experience modification.

The payroll and loss information used in the experience rating calculation are reported by your insurer to the WCIRB on *unit statistical reports* in accordance with the USRP. Factors used in the experience rating calculation, such as the Expected Loss Rates, D-Ratios and Credibility (Primary and Excess), are developed by the WCIRB, approved by the Insurance Commissioner as part of the ERP and based on analysis of statewide data.

Experience Rating Form

The Experience Rating Form provides detailed information about the calculation of your experience modification, including the payroll reported by your insurer for each applicable classification and the claim experience reported by your insurer and used in the experience modification calculation. Your company name, address and other business names that are included under your insurance policy are captured from the policy information page. Some information may not be shown due to space limitations.

Terms Used on the Form

Actual Excess Losses ("E") – The experience modification calculation splits the Actual Losses for each claim into two components – a primary amount called Actual Primary Losses and an excess amount called Actual Excess Losses. The Actual Excess Losses are the amount of each claim shown on the form that is above the Primary Threshold, if any.

Actual Losses – The total medical and indemnity paid plus estimated future payments on a claim reported to the WCIRB by your insurer as of the latest required claim valuation date. In order to mitigate the impact of a single claim on your experience modification, the amount of a single loss is limited to \$175,000 in the experience rating calculation. The total of the Actual Losses is shown for informational purposes and is not used in the experience rating calculation.

Actual Primary Losses ("D") – Primary losses represent the more predictable and controllable portion of a claim. Actual Primary Losses are the reported incurred cost of the claim limited to the Primary Threshold applicable to your experience modification. The total of all Actual Primary Losses is used in the experience rating calculation. The Primary Threshold applicable to your experience modification is based on your total expected losses for the experience period and is in Table II of the ERP.

Bureau Number – A unique file number assigned by the WCIRB to your company.

Claim Number – The claim number reported to the WCIRB by your insurer.

Class Code – The code number of the standard classification applicable to the Payroll shown on the form and which determines the Expected Loss Rate and D-Ratio to be used in the experience rating calculation.

Credibility Excess – The weight given to your total Actual Excess Losses in the experience modification calculation. It is a function of your total Expected Losses and is in Table II of the ERP.

Credibility Primary – The weight given to your total Actual Primary Losses in the experience modification calculation. It is a function of your total Expected Losses and is in Table II of the ERP.

D-Ratio – The ratio used to split Expected Losses into "Primary" and "Excess" amounts. This split accounts for differences in the average severity of claims by classification. D-ratios are in Table I of the ERP.

Effective Date – The date your experience modification applies to your policy.

Expected Excess Losses ("C") – The difference between your Expected Losses and your Expected Primary Losses. The total of all Expected Excess Losses is used in the experience rating calculation.

Expected Loss Rate (ELR) – The average rate of losses per \$100 of payroll that is expected for a standard classification during the experience period. ELRs are in Table I of the ERP.

Expected Losses ("A") – The amount of losses expected to arise for businesses of your size and industry classification(s) during the experience period. Expected Losses are determined by multiplying your total payroll for each classification by the corresponding Expected Loss Rate and then dividing by 100. The total of all Expected Losses is used in the experience rating calculation.

Expected Primary Losses ("B") – Determined by multiplying your Expected Losses for each classification by the D-Ratio for that classification. The total of all Expected Primary Losses is used in the experience rating calculation.

Identifying Information in Upper Left Corner – The employer name, address and classifications that apply to your California operations according to WCIRB records may be displayed; however, in some cases, some of this information may not be shown or may or may not be complete due to space constraints.

Injury Type / # of Claims – On individually-listed claims, this provides some detail about the type of injury associated with a claim. Injury types include Death (01), Permanent Total (02), Permanent Partial Disability Rating 25% or Greater (03), Permanent Partial Disability Rating Less than 25% (04), Temporary Disability (05), Medical Only (06), or Compromised Death Claim (08). For claims shown as grouped, this provides the number claims included in the group.

Insurer – A code used to identify the insurer that reported the payroll and claims data.

Issue Date – The date this Experience Rating Form was released.

Loss-Free Rating – Shown at the bottom of the Experience Rating Form is the experience modification that would have been calculated if \$0 (zero) actual losses were incurred during the experience period. This hypothetical rating calculation is provided for informational purposes only. Note that when there is only a single claim in the experience period, the experience modification is limited to be no higher than 25 points above the Loss-Free Rating.

Open/Closed – The claim status that is reported to the WCIRB.

Payroll – The payroll reported to the WCIRB by your insurer.

Policy Period – The effective date and expiration or cancellation date of the policy to which the payroll and claims apply.

Primary Threshold – Based on the total expected losses for the experience period and is in Table II of the ERP.

**NEW AORMA MEMBER
OTTER STUDENT UNION, CSU MONTEREY BAY**

ISSUE: CSU Monterey Bay is in the process of establishing a new campus auxiliary organization - Otter Student Union (OSU). OSU has received conditional approval from Chancellor White, pending finalization and execution of all key corporate documents. OSU will be responsible for the student union programs which include the future operation of a student union facility, as well as acquisition, development, sale and transfer of real and personal property including financing transactions related to these activities. OSU is currently negotiating an agreement with University Corporation of Monterey Bay for financial services. All staff for OSU will be either State or University Corporation employees.

The Articles of Incorporation and Bylaws have been filed and approved by the State of California. The designation and appointment of Board members has been finalized. The Federal Tax Exemption Application and Registration as Charitable Organization filings are pending approval.

OSU is requesting approval to join CSURMA as well as the CSURMA AORMA coverage programs. Based on its current operations, OSU would join the liability, property, crime and cyber liability programs.

RECOMMENDATION: Staff recommends that the Committee (1) approve Otter Student Union as a new CSURMA and AORMA member pending final approval by Chancellor White which would establish OSU as a CSU auxiliary organization, and (2) approve the FY 17/18 premium allocated to OSU.

FISCAL IMPACT: Based on program rating criterion, the FY 17/18 coverage program costs are as follows:

Liability.....	\$2,152
Crime.....	\$517
Property and Primary Cyber Liability.....	\$0
Excess Cyber Liability	\$32
Total	\$2,701

OSU does not currently have any real or personal property, and therefore, no premium is allocation. They are included on the property policy should they acquire property mid-term or should they

have a cyber liability loss (the primary cyber liability coverage is provided through the property program.)

OSU is being allocated the minimum premium for all three programs as their only rating exposure at this point is expenditures of \$686,484.69. As the Student Union grows, the premiums will increase accordingly based on changes to their rating exposures.

BACKGROUND: None.

PUBLICATION: None at this time.

ATTACHMENT(S):

- a. OSU Budget
- b. OSU Articles of Incorporation
- c. OSU Bylaws
- d. FY 17/18 Liability Program Member Allocation
- e. FY 17/18 Excess Cyber Liability Member Allocation
- f. FY 17/18 Crime Program Member Allocation

Otter Student Union at CSU Monterey Bay: Projected Revenue Expenses (Interim Budget)

Revenue	Notes	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025
Estimated Headcount		7,022	7,022	7,233	7,450	7,673	7,980	8,323	8,739	9,176
Student Union Fee (annual)		\$ 400.00	\$ 600.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00
Total Fee Revenue		\$ 2,808,800.00	\$ 4,213,200.00	\$ 5,062,862.00	\$ 5,214,747.86	\$ 5,371,190.30	\$ 5,586,037.91	\$ 5,826,237.54	\$ 6,117,549.41	\$ 6,423,426.89
Estimated Non-Fee Revenue		\$ 10,000.00	\$ 6,000.00	\$ 6,000.00	\$ 339,294.40	\$ 349,500.00	\$ 360,000.00	\$ 370,900.00	\$ 382,000.00	\$ 393,500.00
TOTAL REVENUE (fee + non-fee)		\$ 2,818,800.00	\$ 4,219,200.00	\$ 5,068,862.00	\$ 5,554,042.26	\$ 5,720,690.30	\$ 5,946,037.91	\$ 6,197,137.54	\$ 6,499,549.41	\$ 6,816,926.89
Expense										
Professional Staff		\$ 186,248.00	\$ 405,584.00	\$ 673,892.00	\$ 911,392.00	\$ 959,392.00	\$ 1,007,392.00	\$ 1,007,392.00	\$ 1,007,392.00	\$ 1,007,392.00
Student Assistants	<i>Hourly & Other</i>	\$ 50,552.00	\$ 50,552.00	\$ 50,552.00	\$ 482,136.00	\$ 514,392.00	\$ 514,392.00	\$ 514,392.00	\$ 514,392.00	\$ 514,392.00
Group Benefits										
OASDI	<i>6.50%</i>	\$ 12,106.12	\$ 26,362.96	\$ 43,802.98	\$ 59,240.48	\$ 62,360.48	\$ 65,480.48	\$ 65,480.48	\$ 65,480.48	\$ 65,480.48
Dental	<i>0.80%</i>	\$ 1,489.98	\$ 3,244.67	\$ 5,391.14	\$ 7,291.14	\$ 7,675.14	\$ 8,059.14	\$ 8,059.14	\$ 8,059.14	\$ 8,059.14
Health & Welfare	<i>17.50%</i>	\$ 32,593.40	\$ 70,977.20	\$ 117,931.10	\$ 159,493.60	\$ 167,893.60	\$ 176,293.60	\$ 176,293.60	\$ 176,293.60	\$ 176,293.60
Retirement	<i>28.50%</i>	\$ 53,080.68	\$ 115,591.44	\$ 192,059.22	\$ 259,746.72	\$ 273,426.72	\$ 287,106.72	\$ 287,106.72	\$ 287,106.72	\$ 287,106.72
Life Insurance	<i>0.06%</i>	\$ 111.75	\$ 243.35	\$ 404.34	\$ 546.84	\$ 575.64	\$ 604.44	\$ 604.44	\$ 604.44	\$ 604.44
Medicare	<i>1.45%</i>	\$ 2,700.60	\$ 5,880.97	\$ 9,771.43	\$ 13,215.18	\$ 13,911.18	\$ 14,607.18	\$ 14,607.18	\$ 14,607.18	\$ 14,607.18
Vision Care	<i>0.18%</i>	\$ 335.25	\$ 730.05	\$ 1,213.01	\$ 1,640.51	\$ 1,726.91	\$ 1,813.31	\$ 1,813.31	\$ 1,813.31	\$ 1,813.31
LTD Insurance	<i>0.10%</i>	\$ 186.25	\$ 405.58	\$ 673.89	\$ 911.39	\$ 959.39	\$ 1,007.39	\$ 1,007.39	\$ 1,007.39	\$ 1,007.39
Dental Care Annuity	<i>0.50%</i>	\$ 931.24	\$ 2,027.92	\$ 3,369.46	\$ 4,556.96	\$ 4,796.96	\$ 5,036.96	\$ 5,036.96	\$ 5,036.96	\$ 5,036.96
Telephone Usage		\$ 1,440.00	\$ 1,440.00	\$ 2,880.00	\$ 3,840.00	\$ 3,840.00	\$ 3,840.00	\$ 3,840.00	\$ 3,840.00	\$ 3,840.00
Travel In-state		\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
Travel Out-of-State		\$ 7,500.00	\$ 17,000.00	\$ 28,000.00	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00
Centrally Paid Costs (State Pro Rata)	<i>48.2% Retirement</i>	\$ 10,632.79	\$ 17,352.00	\$ 25,584.89	\$ 55,715.07	\$ 92,572.54	\$ 125,197.92	\$ 131,791.68	\$ 138,385.44	\$ 138,385.44
Contractual Services		\$ 100,250.00	\$ 300,250.00	\$ 300,250.00	\$ 300,250.00	\$ 300,250.00	\$ 300,250.00	\$ 300,250.00	\$ 300,250.00	\$ 300,250.00
Service Agreements		\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
IT/Hardware		\$ 3,100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
Other Equipment		\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Printing		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Supplies & Services		\$ 7,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
Postage - other (bulk, mail, etc.)		\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
Express Mail		\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
Promotional/Advertising		\$ 3,500.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Overhead, other		\$ 110,000.00	\$ 110,000.00	\$ 110,000.00	\$ 110,000.00	\$ 110,000.00	\$ 110,000.00	\$ 110,000.00	\$ 110,000.00	\$ 110,000.00
CO Services		\$ 9,303.00	\$ 9,303.00	\$ 9,303.00	\$ 9,303.00	\$ 9,303.00	\$ 9,303.00	\$ 9,303.00	\$ 9,303.00	\$ 9,303.00
Memberships & Subscriptions		\$ 1,300.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Special Programs		\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Hospitality Expense		\$ 6,000.00	\$ 5,700.00	\$ 5,700.00	\$ 5,700.00	\$ 5,700.00	\$ 5,700.00	\$ 5,700.00	\$ 5,700.00	\$ 5,700.00
Professional Development		\$ -	\$ 19,000.00	\$ 46,000.00	\$ 46,000.00	\$ 46,000.00	\$ 46,000.00	\$ 46,000.00	\$ 46,000.00	\$ 46,000.00
Registration Fees		\$ 4,000.00	\$ 4,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Uniforms		\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Reserves	<i>2% of fee revenue</i>	\$ -	\$ 84,264.00	\$ 101,257.24	\$ 104,294.96	\$ 107,423.81	\$ 111,720.76	\$ 116,524.75	\$ 122,350.99	\$ 128,468.54
Admin Fee	<i>8% personnel & ops</i>	\$ 61,423.64	\$ 95,635.61	\$ 132,726.28	\$ 199,782.31	\$ 211,286.04	\$ 219,870.73	\$ 220,398.23	\$ 220,925.73	\$ 220,925.73
Debt Service Payments		\$ -	\$ -	\$ -	\$ 1,097,000.00	\$ 2,913,875.00	\$ 2,913,875.00	\$ 2,913,875.00	\$ 2,913,875.00	\$ 2,913,875.00
TOTAL EXPENSES		\$ 686,484.69	\$ 1,375,344.76	\$ 1,893,061.97	\$ 3,898,356.16	\$ 5,873,660.41	\$ 5,993,850.62	\$ 6,005,775.87	\$ 6,018,723.37	\$ 6,024,840.92
Beginning Balance		\$ 813,591.00	\$ 2,844,906.31	\$ 5,646,629.55	\$ 8,771,800.97	\$ 10,205,692.39	\$ 9,999,010.38	\$ 9,895,337.29	\$ 10,028,436.57	\$ 10,448,087.12
Annual Addition		\$ 2,818,800.00	\$ 4,219,200.00	\$ 5,068,862.00	\$ 5,384,395.06	\$ 5,720,690.30	\$ 5,946,037.91	\$ 6,197,137.54	\$ 6,499,549.41	\$ 6,816,926.89
Total Sources		\$ 3,632,391.00	\$ 7,064,106.31	\$ 10,715,491.55	\$ 14,156,196.03	\$ 15,926,382.69	\$ 15,945,048.29	\$ 16,092,474.82	\$ 16,527,985.99	\$ 17,265,014.01
LESS Total Expenses (Incl. DS)		\$ (787,484.69)	\$ (1,417,476.76)	\$ (1,943,690.59)	\$ (3,950,503.63)	\$ (5,927,372.31)	\$ (6,049,711.00)	\$ (6,064,038.25)	\$ (6,079,898.87)	\$ (6,089,076.19)
ENDING BALANCE		\$ 2,844,906.31	\$ 5,646,629.55	\$ 8,771,800.97	\$ 10,205,692.39	\$ 9,999,010.38	\$ 9,895,337.29	\$ 10,028,436.57	\$ 10,448,087.12	\$ 11,175,937.82

Note: \$10M required campus contribution towards student union facility will be deducted from ending balance

ARTICLES OF INCORPORATION
Otter Student Union at CSU Monterey Bay
A California Nonprofit Public Benefit Corporation

ARTICLE I
NAME

The name of this corporation is:

Otter Student Union at CSU Monterey Bay

ARTICLE II
CORPORATE STATUS

This corporation is a Nonprofit Public Benefit corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation law for public and charitable purposes.

ARTICLE III
PURPOSES

Section 1. This Corporation is organized and operated solely for the benefit of California State University, Monterey Bay. This corporation is organized as an auxiliary organization under Section 89900, et seq., of the California Education Code, exclusively for charitable purposes within the meaning of Internal Revenue Code Section 501(c)(3) or the corresponding provision of any future United States internal revenue law for the following specific purposes:

(a) To operate exclusively for purposes within the meaning of the California Revenue and Taxation Code, Section 23701d (or corresponding provisions of any future California Revenue Law).

(b) Subject to the direction and approval of the University President or designee, to operate facilities, programs and projects in support of the University, or

other authorized auxiliary organization functions at California State University, Monterey Bay, for the exclusive benefit of students, faculty, staff, and alumni in order to support and enhance the educational mission of the University operating as an integrated part of the overall University campus operations, and to apply the funds and properties coming into its control toward furthering the educational programs and services carried on or approved by the University President or a designee.

(c) Subject to the direction and approval of the University President or a designee, to purchase, own, sell and encumber and otherwise deal in and with such real and personal property as the Board of Directors of this corporation may find or consider to be suited to the primary purpose of advancing the educational mission of California State University, Monterey Bay as approved by the University President or a designee.

(d) To do or refrain from doing any lawful act or thing which at any time may be authorized by the Board of Directors of this corporation, so long as the doing or refraining from doing the lawful act will advance the educational mission of California State University, Monterey Bay.

ARTICLE IV INITIAL AGENT FOR SERVICE OF PROCESS

The name and address in the State of California of this corporation's initial agent for service of process is:

Christine Erickson
100 Campus Center, Building 8
Seaside, CA 93955

ARTICLE V CORPORATE ADDRESS

The initial street and mailing address of this corporation is:

Otter Student Union at CSU Monterey Bay
100 Campus Center
Student Center, Building 12
Seaside, CA 93955

ARTICLE VI CONFORMITY WITH LAW

Section 1. This corporation is organized and operated exclusively for charitable purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code.

Section 2. Despite any other provision in these articles, this corporation shall not engage in any activities or exercise any powers that are not in furtherance of the purposes of the corporation, and the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from Federal income tax under Section 501(c)(3) of the Internal Revenue Code or the corresponding provision of any future United States internal revenue law or (b) a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code or the corresponding provision of any future United States internal revenue law.

Section 3. No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

ARTICLE VII IRREVOCABLE DEDICATION AND DISSOLUTION

The assets of this corporation are irrevocably dedicated to charitable purposes for the benefit of California State University, Monterey Bay, and no part of the net income or assets of this corporation shall ever inure to the benefit of any board member or officer thereof, or to the benefit of any private person, except that this corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article III hereof. Upon the dissolution of the corporation, its assets other than trust funds remaining after payment or provision for payment, of all debts and liabilities of this corporation shall be transferred to a successor organization approved by the board of directors, the University President and by the Chancellor of the California State University. Any nongovernmental successor shall be a nonprofit organization organized and operated exclusively for charitable purposes having tax-exempt status, as long as it is then described in Sections 170(b)(1)(A), 501(c)(3), and 509(a)(3) of the Internal Revenue Code (or corresponding provisions of any future federal internal revenue law.)

**ARTICLE VIII
OFFICERS AND DIRECTORS**

The Officers and number of Directors, their qualifications, powers, duties, terms of office, manner of removal and filling vacancies on the Board of Directors, and the manner of calling and holding meetings of the Board, shall be stated in the Bylaws.

**ARTICLE IX
MEMBERS**

This corporation shall have no members other than the persons constituting its Board of Directors. The Board of Directors shall, under any statute or rule of law, be the members of this corporation and shall have all the rights and powers members would otherwise have.

**ARTICLE X
VOTING**

Each member of the Board of Directors shall have one vote. There shall be no proxy voting permitted for the transaction of any of the business of this corporation.

**ARTICLE XI
AMENDMENTS**

The Articles of Incorporation of the corporation may be amended only by resolution of the Board of Directors adopted by the majority vote of members of the Board of Directors with the written consent of the President of California State University, Monterey Bay.

Dated:_____.

Christine Erickson,
Incorporator

BYLAWS OF

Otter Student Union at CSU Monterey Bay

A California Nonprofit Public Benefit Corporation

ARTICLE 1: OFFICES

Section 1.1 Principal Office

The principal office for the transaction of the business of the Otter Student Union at CSU Monterey Bay (OSU), herein described as the Corporation, shall be located at CSU Monterey Bay, 100 Campus Center, Student Center, Seaside, California. The Board of Directors may change the principal office from one location to another, and this section shall be amended accordingly.

Section 1.2 Other Offices

The OSU Board of Directors may at any time establish branch offices, either within or outside the State of California, in order to advance the proper purposes of the Corporation.

ARTICLE 2: OBJECTIVES AND PURPOSES

This Corporation has been formed under the California Nonprofit Public Benefit Corporation Law for the purposes stated in the Articles of Incorporation.

ARTICLE 3: DEDICATION OF ASSETS

The properties and assets of this nonprofit Corporation are irrevocably dedicated to public benefit and charitable purposes. No part of the net earnings, properties, or assets of this Corporation, on dissolution or otherwise, shall inure to the benefit of any private person or individual, or any Director or Officer of this Corporation. On liquidation or dissolution, all properties and assets remaining after payment, or provision for payment, of all debts and liabilities of this Corporation shall be distributed to as stated in the Articles of Incorporation.

ARTICLE 4: DIRECTORS

Section 4.1 Powers

(a) General Corporate Powers. The business and affairs of the Corporation shall be managed, and all corporate powers shall be exercised, by or under the direction of the Board of Directors.

(b) Specific Powers. Without prejudice to their general powers, the Directors shall have the power to:

(i) Select and remove the Officers of the Corporation; prescribe any powers and duties for them that are consistent with the law, with the Articles of Incorporation, and with these Bylaws; and fix their compensation, if any.

(ii) Change the principal executive office or the principal business office in the State of California from one location to another; cause the Corporation to be qualified to do business in any other state, territory, dependency, or country, and conduct business within or outside the State of California; and designate any place within or outside the State of California for the holding of any meeting.

(iii) Adopt, make, and use a corporate seal and alter the form of the seal.

(iv) Borrow money and incur indebtedness on behalf of the Corporation and cause to be executed and delivered for the Corporation's purposes, in the Corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations, and other evidences of debt.

(c) Emergency Powers and Board Actions. In anticipation of or during an emergency, the Board of Directors may, in accordance with Corporations Code Section 5140(n), take actions necessary to conduct the OSU ordinary business operations and affairs.

Section 4.2 Number of Directors

The number of Directors, appointed and designated, shall be thirteen (13), and shall include the categories required by California Code of Regulations, Title 5, Section 42602(b)(2).

Section 4.3 Board of Directors Composition, Terms, Duties and Liaison Representatives

(a) The members of the Board of Directors as of the initial meeting of the Board shall be those persons whose names are attached to these Bylaws as Exhibit A.

Initial members of the Board of Directors shall each serve until the later of the date of Annual Meeting designated beside his or her name in Exhibit A, or the date his or her successor is determined as set forth in this section. Subsequent Directors shall be:

Appointed Directors. Four (4) students and an Alumni Association Representative nominated by the University Alumni Association shall be appointed by the University President prior to the annual meeting.

Thereafter, subsequent student appointed Directors shall serve staggered terms of two (2) academic years. The Alumni Association Representative term shall be two (2) academic years. Appointed director vacancies shall be filled by University President within a reasonable time. The University President, in consultation with the Board, shall establish and publish a written process for seeking prospective student appointees.

Designated Directors. The Associated Students (AS) President or a designee; the Inter-Club Council (ICC) Chair or a designee; the Sports Club Council (SCC) Chair or a designee; the Multicultural Greek Council (MGC) Chair or a designee; the Residential Housing Association (RHA) Chair or a

designee; a University Faculty Representative; the University Dean of Students or a designee; and the OSU Director or a designee.

Liaison Representatives. The following designees serve as liaison representatives to the Board (not as members): Student Lead – Student Center; Student Lead – Black Box Cabaret; and OSU Department Managers.

The Board of Directors may by resolution designate other Liaison Representatives.

(b) The Officers shall be nominated and elected by a majority vote of the Directors following the seating of appointed and designated Directors at each annual meeting.

(c) The Corporation's academic year for purposes Director and Officer terms begin upon adjournment of the last Board meeting in the Spring semester through the last meeting of the following Spring semester.

(d) Directors are expected to fulfill their duties as required in the *Responsibilities and Expectations Statement* adopted by resolution of the Board.

Section 4.4 Qualifications of Board Members

(a) Appointed Directors.

Students. Any student enrolled and attending classes at California State University, Monterey Bay, shall be generally qualified to serve on the Board of Directors as a student Directors. The Board of Directors shall publish the "CSU Minimum Qualifications for Student Office Holders" well in advance of each election cycle.

Alumni Association Representative. The University Alumni Association Board of Directors shall nominate an Association member for appointment by the University President prior to the annual meeting. This Representative shall remain an Association member in good standing and be available to attend Board meetings during the term on the Board. There are no term limits to this Board position.

(b) Designated Directors. Designated Directors serve open terms while in their respective office. At the annual meeting, each Designated Director shall notify the Board if a designee will serve for the ensuing year.

(c) OSU Employees. Any employee of this Corporation, other than the Director, shall not be qualified to serve as a Board member.

(d) Holding Concurrent Offices. To promote the widest student leadership participation and representation, elected Associated Student officers may not hold an OSU elected officer position.

Section 4.5 Vacancies

(a) Events Causing Vacancy. A vacancy on the Board of Directors shall be deemed to exist at the occurrence of any of the following:

(i) The death, resignation, or removal of any Director.

(ii) The declaration by resolution of the Board of Directors of a vacancy in the office of a Director who has been declared of unsound mind by court order or convicted of a felony, or who has been found by final order or judgment of any court to have breached a duty under Corporation Code Section 5231 and following of the California Nonprofit Corporation Law.

(iii) Any appointed Director position unfilled prior to the annual meeting pursuant to the provisions of Section 4.3(a).

(iv) Any designated Director position unfilled prior to the annual meeting pursuant to the provisions of Section 4.3(a).

(v) The increase of the authorized number of Directors.

(vi) Employment of a Board member.

(b) Resignation. Except as provided in this paragraph, any Director may resign, which resignation shall be effective upon receipt of written notice by the Chair of the Board, or the Secretary, unless the notice specifies a later effective date for the resignation. No Director may resign when the Corporation would then be left without a duly appointed Director or Directors in charge of its affairs.

(c) Removal.

(i) Any appointed Director may be removed, with or without cause, by the two-thirds (2/3) vote of the majority of the members of the entire Board of Directors at a special meeting called for that purpose, or at a regular meeting, provided notice of that meeting and of the removal questions are given as provided in Section 4.9. Any vacancy caused by the removal of a Director shall be filled as provided in Section 4.5.

(ii) Directors are expected to regularly attend and participate in Board and assigned committee meetings. A Director absent three (3) consecutive regularly scheduled Board and/or committee meetings in a semester shall be subject to removal from the Board through a process established by resolution.

(d) Filling of Vacancies. Any vacancy caused by the death, resignation, or removal of a Director shall be filled in accordance with the provisions of Section 4.3 for the unexpired term of the predecessor.

Section 4.6 Place of Meeting; Meeting by Telephone

Regular meetings of the Board of Directors may be held at any place within or outside the State of California, as designated from time to time by resolution of the Board. In the absence of such designation, regular meetings shall be held at the principal office of the Corporation. Special meetings of the Board shall be held at any place within or outside of the State of California, as designated in the notice of meeting or, if not stated in the notice or if there is no notice, at the

principal office of the Corporation. Notwithstanding the above provisions of this Section 4.6, a regular or special meeting of the Board of Directors may be held at any place consented to in writing by all Board members, either before or after the meeting. Directors may participate in a meeting through use of conference telephone, electronic video screen communication, or similar communications equipment, so long as all of the following apply: (a) each Board member participating in the meeting can communicate with all the other members concurrently; (b) each member is provided the means of participating in all matters before the board, including the capacity to propose, or to interpose an objection to, a specific action to be taken by the corporation; and (c) the corporation adopts and implements means of verifying both of the following: (i) a person communicating by telephone, electronic video equipment, or other communications equipment is a director entitled to participate in the board meeting; and (ii) all statements, questions, actions, or votes were made by that director and not by another person not permitted to participate as a director. Participation in a meeting pursuant to this bylaw shall constitute presence in person at such meeting.

Section 4.7 Annual Meeting

The Board of Directors shall hold a meeting once a year at a time and place designated by the Board of Directors as the last meeting of the Spring semester for purposes of receiving appointed Directors, the seating of designated Directors or their designees, nominating and electing officers, appointing committees, and transacting regular business. Notice of these meetings shall be in accordance with Section 4.9.

Section 4.8 Special Meetings

Special meetings of the Board of Directors for any purpose may be called at any time by the Chair of the Board or any three Directors. Notice of these meetings shall be in accordance with Section 4.9.

Section 4.9 Meeting Notice and Conduct Requirements

The notice of and conduct of meetings of the Board of Directors or any subboard with Board delegated authority shall be in conformance with California Education Code Section 89920 et. seq., and in compliance with Section 14.2 of these Bylaws, provided that such notice may be waived by any Director as set forth in Section 4.10. Notice to a directors shall not be given by electronic transmission if the corporation is unable to deliver two consecutive notices to a Director by that means, or if the inability to deliver the notice becomes known to the Secretary or other person responsible for giving such notice.

Section 4.10 Waiver of Notice

Notice of a meeting need not be given to any director who, either before or after the meeting, signs a waiver of notice, a written consent to the holding of the meeting, or an approval of the minutes of the meeting. The waiver of notice or consent shall specify the purpose of the meeting. All waivers, consents, and approvals shall be filed with the corporate records or made a part of the minutes of the meetings. All waivers, consents, and approvals shall be filed with the corporate records or made a part of the minutes of the meeting. Notice of a meeting shall also be deemed

given to any Director who attends the meeting without protesting before or at its commencement about lack of adequate notice.

Section 4.11 Quorum

A majority of the Board of Directors shall constitute a quorum for the transaction of business, except to adjourn as provided in Section 4.12. Every act or decision done or made by a majority of the Directors present at a meeting held at which a quorum is present shall be regarded as the act of the Board of Directors, subject to the provisions of the California Nonprofit Corporation Law. A meeting at which a quorum is initially present may continue to transact business, notwithstanding the withdrawal of any Director, if any action taken is approved by at least a majority of the quorum required for the meeting.

Section 4.12 Adjournment

A majority of the Directors present, whether or not constituting a quorum, may adjourn any meeting to another time and place with proper notice.

Section 4.13 Notice of Adjournment

Notice of the time and place of holding an adjourned meeting need not be given, unless the meeting is adjourned for more than 24 hours, in which case notice of the time and place shall be given before the time of the adjourned meeting to the Directors who were not present at the time of the adjournment. This notice may be waived in the same manner as set forth under Section 4.10.

Section 4.14 Compensation of Directors

Student appointed Directors are eligible for a semester stipend for their time and commitment to the Corporation. The Board shall establish the terms and conditions of such a stipend program. The Board may authorize the advance or reimbursement of actual reasonable expenses incurred by a director or member of a committee in carrying out his or her duties. Directors shall not otherwise be compensated.

Section 4.15 Restriction on Interested Directors

Not more than 49 percent of the persons serving on the Board of Directors at any time may be interested persons. An interested person is (a) any person compensated by the Corporation for services rendered to it within the previous 12 months, whether as a full-time or part-time employee, independent contractor, or otherwise; (b) any shareholder, employee or officer of any corporation, or partner or employee of any partnership, which has rendered compensated services to the Corporation within the previous 12 months; and (c) any brother, sister, ancestor, descendant, spouse, brother-in-law, sister-in-law, mother-in-law, or father-in-law of any person described in (a) or (b) of these Bylaws. Any violation of the provisions of this paragraph shall not, however, affect the validity or enforceability of any transaction entered into by the Corporation.

ARTICLE 5: COMMITTEES

Section 5.1 Committees of Directors

The Board of Directors may, by resolution adopted by a majority of the Directors then in office, designate one or more committees consisting of three (3) or more Directors, and only of directors, to serve at the pleasure of the Board. Any member of any committee may be removed, with or without cause, at any time by the Board. Any committee, to the extent provided in the resolution of the Board, shall have all or a portion of the authority of the Board, except that no committee, regardless of the Board resolution, may:

- (a) Fill vacancies on the Board of Directors or on any committee;
- (b) Amend or repeal the Articles of Incorporation or Bylaws or adopt new Bylaws;
- (c) Amend or repeal any resolution of the Board;
- (d) Designate any other committee of the Board or appoint the members of any committee;
- (e) Approve any transaction (i) to which the Corporation is a party and as to which one or more Directors has a material financial interest, or (ii) between the Corporation and one or more of its Directors or between the Corporation and any corporation or firm in which one or more of its Directors has a material financial interest.

Section 5.2 Executive Committee

The Chair of the Board, Vice Chair, Secretary, Treasurer and OSU Director serve as the Executive Committee of the Board. The Chair of the Board shall serve as chair of the Executive Committee. The Executive Committee, unless limited by a resolution of the Board, shall have and may exercise all the authority of the Board in the management of the business and affairs of the Corporation between meetings of the Board, or when the Board is unable to meet; provided, however, that the Executive Committee shall not have the authority of the Board in reference to those matters enumerated in Section 5.1.

Section 5.3 Audit Committee

At all times that this Corporation is required by applicable law to have an independent audit, or at any time the Corporation voluntarily chooses to do so, the Corporation shall have an Audit Committee consisting of at least two Directors and which may include nonvoting advisors. Directors who are employees of the Corporation or who receive, directly or indirectly, any consulting, advisory, or other compensatory fees from the Corporation (other than for service as Director) may not serve on the Audit Committee. The Chair and Treasurer may serve on the Audit Committee only if such persons are volunteers and are not compensated by this Corporation. The Audit Committee shall perform the duties and adhere to the guidelines set forth from time to time by the Board. These duties include, but are not limited to: (i) assisting the Board in choosing an independent auditor and recommending termination of the auditor, if necessary, (ii) negotiating the auditor's compensation, (iii) conferring with the auditor regarding the Corporation's financial affairs, (iv) reviewing and accepting or rejecting the audit, (v) recommend non-audit services by an independent accounting firm, and (vi) ensure that such services conform to appropriate standards. Members of the Audit Committee shall not receive compensation for their service on the Audit

Committee in excess of that provided to Directors for their service on the Board. If the Corporation has a Finance Committee, a majority of the members of the Audit Committee may not concurrently serve as members of the Finance Committee, and the Chair of the Audit Committee may not serve on the Finance Committee.

Section 5.4 Advisory Committees

The Board may establish one or more advisory committees to the Board. The members of any advisory committee may consist of directors (no less than three) or non-directors. Advisory committees may not exercise the authority of the Board to make decisions on behalf of the corporation, but shall be limited to making recommendations to the Board or the Board's authorized representatives and to implementing Board decisions and policies. Advisory committees shall be subject to the supervision and control of the Board. Each committee shall receive a charge statement from the Board identifying the nature and scope of the committee's function.

Section 5.5 Meeting and Action of Committees

The Board of Directors may adopt rules for any committee not inconsistent with the provisions of these Bylaws. Committees with Board delegated authority shall be considered sub-boards for the application of the open meeting law requirements applicable to the Board of Directors in Section 4.9.

Section 5.6 Committee Chair and Composition

Committees are typically chaired by a student appointed by the Board Chair. Committee members are appointed by the Board Chair and confirmed by the Board of Directors. Interim committee member appointments permit a committee to convene and organize pending Board confirmation action.

ARTICLE 6: OFFICERS

Section 6.1 Officers

The Corporation shall have the following Officers: Chair of the Board, Vice Chair, Secretary, Treasurer, as Chief Financial Officer, and such other Officers as the Board may designate by resolution and appoint pursuant to Section 6.3. Officers shall be Directors. One person may hold two or more offices, except no person serving as Secretary, Treasurer, or Chief Financial Officer may serve concurrently as Chair of the Board.

Officers are generally responsible for their respective duties described in this Article, or as may be assigned by the Board of Directors to carry out the affairs of the Corporation in an orderly manner.

Section 6.2 Election of Officers

The Officers of the Corporation, except those appointed in accordance with the provisions of Section 6.3 of this Article, shall be elected by the Board of Directors, and each shall serve for one-year academic terms. Officers may be reelected for successive terms without limit.

Section 6.3 Subordinate Officers

The Board of Directors may establish and appoint any other Officers that the business of the Corporation may require, each of whom shall have the title, hold office for the period, have the authority, and perform the duties specified by the Bylaws or determined from time to time by the Board of Directors. Such subordinate officers need not be Board members.

Section 6.4 Removal of Officers

Any Officer may be removed, with or without cause, by the Board of Directors, at any regular or special meeting of the Board by a two-thirds (2/3) majority vote. A removed officer remains a Board member unless subject to removal under Section 4.5.

Section 6.5 Resignation of Officers

Any Officer may resign at any time by giving written notice to the Board of Directors, the Chair, or the Secretary of the Corporation. Any resignation shall take effect at the date of receipt of that notice or at any later time specified in that notice. Unless otherwise specified in that notice, the acceptance of the resignation shall not be necessary to make it effective. Any resignation shall be without prejudice to standing as a Director.

Section 6.6 Vacancies in Office

A vacancy in any Office because of death, resignation, removal, disqualification, or any other cause shall be filled only in the manner prescribed in Section 6.2 of these Bylaws.

Section 6.7 Responsibilities of Officers

(a) Chair of the Board. The Chair of the Board (or “Chair”) shall be the chief executive officer of the Corporation. He or she shall have such other powers and duties as may be prescribed in writing by the Board of Directors or these Bylaws. The Chair shall be responsible to the Board of Directors, shall see that the Board is advised on all significant matters of the Corporation’s business, and shall see that all orders and resolutions of the Board are carried into effect. The Chair shall be empowered to act, speak for, or otherwise represent the Corporation between meetings of the Board within the boundaries of policies and purposes established by the Board and as set forth in the Articles of Incorporation and these Bylaws. The Chair shall be responsible for keeping the Board informed on staff performance, progress on program objectives, and for implementing any policies adopted by the Board.

(b) Vice-Chair. The Vice-Chair serves as Chair in the Chair’s absence, and performs other duties as may be assigned by the Board of Directors.

(c) Secretary. The Secretary shall attend to the following:

(i) Book of Minutes. The Secretary shall keep or cause to be kept, at the principal executive office or such other place as the Board of Directors may direct, a book of minutes of all meetings and actions of Directors and committees of Directors, with the time and place of holding regular and special meetings, and if special, how authorized, the notice given, the names of those present at such meetings, and the proceedings of such meetings.

(ii) Notices and Other Duties. The Secretary shall give, or cause to be given, notice of all meetings of the Board of Directors required by the Bylaws to be given. The Secretary shall have such other powers and perform such other duties as may be prescribed by the Board of Directors or the Bylaws.

(d) Treasurer. The Treasurer shall be the chief financial officer of the Corporation and shall attend to the following:

(i) Books of Account. The Treasurer shall keep and maintain, or cause to be kept and maintained, adequate and correct books and records of accounts of the properties and business transactions of the Corporation, including accounts of its assets, liabilities, receipts, disbursements, gains, losses, capital, and other matters customarily included in financial statements. The books of account shall be open to inspection by any Director at all reasonable times.

(ii) Deposit and Disbursement of Money and Valuables. The Treasurer shall deposit all money and other valuables in the name and to the credit of the Corporation with such depositors as may be designated by the Board of Directors; shall disburse funds of the Corporation as may be ordered by the Board of Directors; shall render to the Chair and Directors, whenever they request it, an account of all financial transactions and of the financial condition of the Corporation; and shall have other powers and perform such other duties as may be prescribed by the Board of Directors or the Bylaws.

(iii) Bond. If required by the Board of Directors, the Treasurer shall give the Corporation a bond in the amount and with the surety specified by the Board for the faithful performance of the duties of his or her office and for restoration to the Corporation of all its books, papers, vouchers, money, and other property of every kind in his or her possession or under his or her control on his or her death, resignation, retirement, or removal from office.

(d) The Corporation officers shall function with each other and with the OSU Director in a collaborative manner to achieve the purposes and objectives of the Corporation in an effective manner.

ARTICLE 7: RECORDS AND REPORTS

Section 7.1 Maintenance of Articles and Bylaws

The Corporation shall keep at its principal executive office the original or a copy of its Articles and Bylaws as amended to date.

Section 7.2 Maintenance of Other Corporate Records

The accounting books, records, and minutes of the proceedings of the Board of Directors and any committee(s) of the Board of Directors shall be kept at such place or places designated by the Board of Directors or, in the absence of such designation, at the principal executive office of the Corporation. The minutes shall be kept in written or typed form, and the accounting books and records shall be kept in either written or typed form or in any other form capable of being converted into written, typed, or printed form.

Section 7.3 Inspection by Directors

Every Director shall have the absolute right at any reasonable time to inspect all books, records, and documents of every kind and the physical properties of the Corporation and each of its subsidiary corporations. This inspection by a Director may be made in person or by an agent or attorney, and the right of inspection includes the right to copy and make extracts of documents.

Section 7.4 Annual Reports

Within 120 days after the end of the Corporation's fiscal year, the Chair shall furnish or cause to be furnished a written report to all directors containing the following information:

- (a) The assets and liabilities, including the trust funds, of the Corporation as of the end of the fiscal year;
- (b) The principal changes in assets and liabilities, including trust funds, during the fiscal year;
- (c) The revenue or receipts of the Corporation both unrestricted and restricted for particular purposes, for the fiscal year;
- (d) The expenses or disbursements of the Corporation, for both general and restricted purposes, during the fiscal year;
- (e) Any transaction during the previous fiscal year involving more than \$50,000 in which the Corporation (or its parent or subsidiaries, if any) was a party and in which any director or officer of the Corporation has a direct or indirect financial interest, or any of a number of such transactions in which the same person had a direct or indirect financial interest and which transactions in the aggregate involved more than \$50,000; and
- (f) The amount and circumstances of any indemnifications or advances aggregating more than \$10,000 paid during the fiscal year to any director or officer of the Corporation pursuant to Article 8 of these Bylaws, unless such indemnification has already been approved pursuant to Section 8.1.

For each transaction, the report must disclose the names of the interested persons involved in such transaction and state such person's relationship to the corporation, the nature of such person's interest in the transaction and, where practicable, the value of such interest.

The report shall be accompanied by any report of independent accountants or, if there is no such report, by the certificate of an authorized officer of this Corporation that such statements were prepared without an audit from the books and records of this Corporation. Such report may be

furnished to the directors by electronic transmission in accordance with Section 14.2 of these Bylaws.

Section 7.5 Financial Audit

The Corporation shall obtain a financial audit for any tax year in which it receives or accrues gross revenue of \$2 million or more, excluding grant or contract income from any governmental entity for which the governmental entity requires an accounting. Any audited financial statements obtained by the Corporation, whether or not required by law, shall be made available for inspection by the Attorney General and by the general public within 9 months after the close of the fiscal year to which the statements relate. For three (3) years, such statements (a) shall be available at the Corporation's principal, regional, and district offices during regular business hours and (b) shall be made available either by mailing a copy to any person who so requests in person or in writing, or by posting them on the Corporation's website.

ARTICLE 8: INDEMNIFICATION OF DIRECTORS AND OFFICERS

Section 8.1 Right to Indemnification

This Corporation shall indemnify any person who was or is a party, or is threatened to be made a party, to any action or proceeding by reason of the fact that such person is or was an Officer, Director, or agent of this Corporation, or is or was serving at the request of this Corporation as a director, officer, employee, or agent of another foreign or domestic corporation, partnership, joint venture, or other enterprise, against expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred in connection with such proceeding, to the fullest extent permitted under the California Nonprofit Corporation Law.

In determining whether indemnification is available to the Director, Officer, or agent of this Corporation under California law, the determination as to whether the applicable standard of conduct set forth in Corporations Code Section 5238 has been met shall be made by a majority vote of a quorum of Directors who are not parties to the proceeding. If the number of Directors who are not parties to the proceeding is less than two-thirds of the total number of Directors seated at the time the determination is to be made, the determination as to whether the applicable standard of conduct has been met shall be made by the court in which the proceeding is or was pending.

The indemnification provided herein shall not be deemed exclusive of any other rights to which those indemnified may be entitled, and shall continue as to a person who has ceased to be an agent and shall inure to the benefit of the heirs, executors, and administrators of such a person.

Section 8.2 Insurance

This Corporation shall have the power and shall use its best efforts to purchase and maintain insurance on behalf of any Director, Officer, or agent of the Corporation, against any liability asserted against or incurred by the Director, Officer, or agent in any such capacity or arising out of the Director's, Officer's, or agent's status as such, whether or not the Corporation would have the power to indemnify the agent against such liability under Section 8.1 of these Bylaws; provided, however, that the Corporation shall have no power to purchase and maintain such insurance to

indemnify any Director, Officer, or agent of the Corporation for any self-dealing transaction, as described in Corporations Code Section 5233.

ARTICLE 9: CONTRACTS AND LOANS WITH DIRECTORS AND OFFICERS

Section 9.1 Contracts with Directors and Officers

(a) No Director or Officer of this Corporation, nor any other corporation, firm, association, or other entity in which one or more of this Corporation's Directors or Officers are directors or have a material financial interest, shall be interested, directly or indirectly, in any contract or other transaction with this Corporation, unless (i) the material facts regarding such Director's or Officer's financial interest in such contract or transaction and/or regarding such common directorship, officership, or financial interest are fully disclosed in good faith and are noted in the minutes, or are known to all members of the Board prior to consideration by the Board of such contract or transaction; (ii) such contract or transaction is authorized in good faith by a majority of the Board by a vote sufficient for that purpose without counting the vote or votes of such interested Director(s); (iii) prior to authorizing or approving the transaction, the Board considers and in good faith determines after reasonable investigation under the circumstances that the Corporation could not obtain a more advantageous arrangement with reasonable effort under the circumstances; and (iv) this Corporation enters into the transaction for its own benefit, and the transaction is fair and reasonable to this Corporation at the time the transaction is entered into.

(b) The provisions of this Section do not apply to a transaction which is part of an educational or charitable program of the Corporation if it: (i) is approved or authorized by the Corporation in good faith and without unjustified favoritism; and (ii) results in a benefit to one or more Directors or Officers or their families because they are in the class of persons intended to be benefited by the educational or charitable program of this Corporation.

Section 9.2 Loans to Directors and Officers

The Corporation shall not make any loan of money or property to or guarantee the obligation of any Director or Officer, unless approved by the Attorney General of the State of California; provided, however, that the Corporation may advance money to a Director or Officer of the Corporation for expenses reasonably anticipated to be incurred in the performance of the duties of such Director or Officer, provided that in the absence of such advance such Director or Officer would be entitled to be reimbursed for such expenses by the Corporation.

Section 9.3 Contracts and Other Obligations

Except as otherwise authorized by action of the Board, no officer or agent of the Corporation may enter into any contract, or execute or endorse any instrument in the name of, or on behalf of, the Corporation. This restriction shall not be construed to limit the authority of authorized officers or agents of the Corporation to make or enter into contracts, agreements or expenditures for the maintenance and operation of the Corporation when previously authorized by the Board or a designee.

ARTICLE 10: FISCAL YEAR

The fiscal year of the Corporation shall end on June 30.

ARTICLE 11: AMENDMENTS

These Bylaws may be adopted, amended, or repealed by a majority vote of all members of the Board of Directors following submission thereof at a previous regular Board meeting; provided, however, that amendment or repeal of Section 4.3, Section 4.5, or this ARTICLE 11 shall require the unanimous approval of the Board of Directors. The adoption, and any amendments or repeal of these Bylaws shall also require the written concurrence of the President of California State University, Monterey Bay.

ARTICLE 12: MEMBERS

This Corporation shall not have voting members within the meaning of the California Nonprofit Corporation Law.

ARTICLE 13: SUPPORTING ORGANIZATION RESTRICTIONS

This Corporation shall not accept any contribution from any “prohibited person.” For purposes of this Section, a “prohibited person” is: (i) a person who controls, directly or indirectly, either alone or with persons listed described in (ii) and (iii) below, the governing body of this Corporation or any successor organization pursuant to Article 3 of these Bylaws; (ii) a member of the family of an individual listed in (i) above; or (iii) a corporation, partnership, trust, or estate more than 35 percent of which is actually or constructively controlled by persons described in (i) or (ii) above. For purposes of this Section, a member of an individual’s family includes his or her spouse, ancestors, children, grandchildren, great-grandchildren, and spouses of children, grandchildren, and great-grandchildren, as well as the individual’s brothers and sisters, by whole or half blood, and their spouses.

ARTICLE 14: CONSTRUCTION AND DEFINITIONS

Section 14.1 Construction and Definitions

Unless the context requires otherwise, the general provisions, rules of construction and definitions in the California Nonprofit Corporation Law shall govern the construction of these Bylaws. Without limiting the generality of the above, the masculine gender includes the feminine and neuter, the singular number includes the plural, and the plural number includes the singular.

Section 14.2 Electronic Transmission

Subject to any guidelines and procedures that the Board of Directors may adopt from time to time, the terms “written”, and “in writing” as used in these Bylaws include any form of recorded message in the English language capable of comprehension by ordinary visual means and may include electronic transmissions, such as facsimile or email, provided (i) for electronic transmissions from the Corporation, the Corporation has obtained an unrevoked written consent from the recipient to the use of such means of communication; (ii) for electronic transmissions to the Corporation, the Corporation has in effect reasonable measures to verify that the sender is the individual purporting to have sent such transmission; and (iii) the transmission creates a record that can be retained, retrieved, reviewed, and rendered into clearly legible tangible form.

CERTIFICATE OF ADOPTION BY INCORPORATOR

I, the undersigned, as Incorporator, do hereby certify that the foregoing Bylaws consisting of 16 pages have been adopted as the Bylaws of the Corporation.

IN WITNESS WHEREOF, I have hereunto subscribed my name this __ [date] __.

__ [Signature] __

Christine Erickson

Incorporator

EXHIBIT A

INITIAL MEMBERS OF THE BOARD OF DIRECTORS

Name	Term Expires
--[Name]--	--[year]--
--[Name]--	--[year]--
--[Name]--	--[year]--
--[Name]--	--[year]--
--[Name]--	--[year]--
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**CSURMA AORMA
FY 17 18 Liability Program
Member Allocation**

**See changes below to San Marcos University Corp and UARSC AND
Otter Student Union at CSU Monterey Bay**

Member Information		Exposure Information				Final Premium			
		(Total Expenditures, Payroll, Square Footage and Number of Owned Autos)				(Final Premium w/o EPL Deductible Credit)			
Campus	Auxiliary Organization	Expenditures	Payroll	Square Footage	Number of Owned Autos	FY 17/18	FY 16/17	\$ Diff	% Diff
Bakersfield	Associated Students, California State University, Bakersfield, Inc.	2,925,460	0	0	0	5,914	5,496	418	8%
Bakersfield	California State University, Bakersfield Auxiliary for Sponsored Programs and Administration	6,689,504	1,832,300	3,487	0	7,342	5,520	1,822	33%
Bakersfield	California State University, Bakersfield Foundation	7,576,679	20,000	10,700	0	9,220	8,569	651	8%
Bakersfield	California State University, Bakersfield Student Union, Inc.	3,996,085	0	17,800	0	4,944	4,595	349	8%
Chancellor's Office	California State University Foundation	5,515,934	30,000	296	0	3,591	2,700	891	33%
Chancellor's Office	California State University Institute	1,441,504	0	200	0	2,766	2,571	195	8%
Channel Islands	Associated Students of California State University, Channel Islands, Inc.	1,409,993	0	24,920	1	3,291	2,871	420	15%
Channel Islands	California State University Channel Islands Foundation	4,291,515	0	0	0	3,034	2,281	753	33%
Channel Islands	CI Auxiliary Services Corporation, Inc. (University Glen Corp)	5,847,137	3,102,477	48,740	12	21,963	20,412	1,551	8%
Chico	Associated Students of California State University, Chico	17,417,124	8,192,918	304,841	15	121,525	112,941	8,584	8%
Chico	Auxiliary Organization Associations	656,984	0	0	0	2,152	2,000	152	8%
Chico	The CSU, Chico Research Foundation	37,317,851	13,838,542	32,814	28	119,109	110,696	8,413	8%
Chico	The University Foundation, California State University, Chico	7,836,757	0	0	2	12,091	11,237	854	8%
Dominguez Hills	Associated Students, California State University, Dominguez Hills	2,457,771	596,680	6,720	0	5,405	5,023	382	8%
Dominguez Hills	California State University, Dominguez Hills Foundation	18,842,874	6,109,635	6,064	1	42,480	39,480	3,000	8%
Dominguez Hills	Donald P. and Katherine B. Loker University Student Union, Incorporated	2,583,916	1,243,475	120,000	0	17,006	15,805	1,201	8%
Dominguez Hills	California State University, Dominguez Hills Philanthropic Foundation	1,694,877	0	1,324	0	2,152	2,000	152	
East Bay	Associated Students, California State University, East Bay	1,436,082	498,692	3,739	0	14,998	13,939	1,059	8%
East Bay	Cal State East Bay Educational Foundation	1,454,333	0	0	0	2,152	2,000	152	8%
East Bay	California State University, East Bay Foundation, Inc.	14,319,453	0	36,051	0	36,606	34,020	2,586	8%
Fresno	Associated Students, Inc. of California State University, Fresno	785,597	225,000	48,001	0	6,000	5,576	424	8%
Fresno	Fresno State Programs for Children, Inc.	1,586,130	810,000	37,324	0	7,899	7,341	558	8%
Fresno	The Agricultural Foundation of California State University, Fresno	6,346,652	310,000	0	0	19,310	17,946	1,364	8%
Fresno	The California State University, Fresno Athletic Corporation	41,624,965	5,481,660	269,960	43	184,786	171,734	13,052	8%
Fresno	California State University, Fresno Association, Inc.	37,630,483	7,071,000	775,367	10	195,449	181,644	13,805	8%
Fresno	California State University, Fresno Association, Inc. (Courtyard)								
Fresno	California State University, Fresno Association, Inc. (SMC)								
Fresno	California State University, Fresno Foundation	80,228,071	19,250,000	5,932	8	110,274	82,913	27,361	33%
Fullerton	Associated Students, California State University, Fullerton, Inc.	9,212,950	5,955,229	283,686	3	44,165	41,045	3,120	8%
Fullerton	Cal State Fullerton Philanthropic Foundation	8,326,125	0	0	0	8,865	8,239	626	8%
Fullerton	CSU Fullerton Auxiliary Services Corporation	67,184,322	16,950,487	440,000	2	125,847	94,622	31,225	33%
Humboldt	Associated Students, Humboldt State University	1,561,930	127,000	1,200	0	5,902	5,485	417	8%
Humboldt	Humboldt State University Advancement Foundation	2,420,504	0	73,583	0	3,591	2,700	891	33%
Humboldt	Humboldt State University Center Board of Directors	14,551,748	3,960,000	134,248	8	49,707	46,196	3,511	8%
Humboldt	Humboldt State University Sponsored Programs Foundation	24,572,542	9,138,973	5,945	0	36,837	34,235	2,602	8%
Long Beach	Associated Students, California State University, Long Beach	15,034,764	6,347,423	302,006	4	76,766	71,344	5,422	8%
Long Beach	California State University, Long Beach Research Foundation	47,100,000	17,067,411	186,066	2	154,584	143,665	10,919	8%
Long Beach	CSULB 49er Foundation	9,350,000	0	1,000	0	4,400	3,308	1,092	33%
Long Beach	Forty-Niner Shops, Inc., CSU Long Beach	35,892,259	10,000,000	110,172	3	67,347	62,590	4,757	8%
Los Angeles	Associated Students, California State University, Los Angeles, Inc.	1,364,199	0	2,835	0	6,274	5,831	443	8%
Los Angeles	Cal State L.A. University Auxiliary Services, Inc.	28,368,753	9,200,000	110,000	2	54,548	50,696	3,852	8%
Los Angeles	California State University, Los Angeles Foundation	1,437,399	0	0	0	3,396	3,156	240	8%

**CSURMA AORMA
FY 17 18 Liability Program
Member Allocation**

**See changes below to San Marcos University Corp and UARSC AND
Otter Student Union at CSU Monterey Bay**

Member Information		Exposure Information				Final Premium			
		(Total Expenditures, Payroll, Square Footage and Number of Owned Autos)				(Final Premium w/o EPL Deductible Credit)			
Campus	Auxiliary Organization	Expenditures	Payroll	Square Footage	Number of Owned Autos	FY 17/18	FY 16/17	\$ Diff	% Diff
Los Angeles	University-Student Union Board, California State University, Los Angeles	4,776,442	2,925,200	92,477	1	27,487	25,546	1,941	8%
Maritime	California Maritime Academy Foundation, Inc.	2,220,455	0	0	0	3,166	2,942	224	8%
Maritime	The Associated Students of the California Maritime Academy	375,156	0	2,161	0	3,171	2,947	224	8%
Monterey	Foundation of California State University, Monterey Bay	350,862	0	0	0	3,564	3,312	252	8%
Monterey	The University Corporation at Monterey Bay	48,268,481	9,896,799	2,458,582	12	144,451	108,610	35,841	33%
Northridge	Associated Students, California State University, Northridge, Inc.	8,385,921	4,100,000	21,042	8	23,431	21,776	1,655	8%
Northridge	California State University, Northridge Foundation	10,197,370	0	2,500	0	10,636	9,885	751	8%
Northridge	North Campus University Park Development Corporation	400,133	0	0	0	4,844	4,502	342	8%
Northridge	The University Corporation, CSU Northridge	52,427,763	19,635,000	261,284	8	107,981	100,354	7,627	8%
Northridge	University Student Union of California State University, Northridge	13,709,474	7,795,950	506,604	2	116,268	108,056	8,212	8%
Pomona	Associated Students Inc., California State Polytechnic University, Pomona	10,902,661	6,827,880	123,803	0	67,406	62,645	4,761	8%
Pomona	The Cal Poly Pomona Foundation, Inc.	72,194,143	18,226,704	627,626	32	239,793	222,855	16,938	8%
Sacramento	Associated Students of California State University, Sacramento	8,295,235	4,329,894	40,719	10	91,273	84,826	6,447	8%
Sacramento	Capital Public Radio, Inc., CSU Sacramento	12,228,001	4,610,000	24,050	0	19,000	14,286	4,714	33%
Sacramento	The University Foundation at Sacramento State	3,703,000	0	0	0	5,060	4,703	357	8%
Sacramento	University Enterprises, Inc., CSU Sacramento	75,557,000	28,670,387	901,214	12	183,542	170,578	12,964	8%
Sacramento	University Union Operation of CSUS, Inc.	9,931,858	0	334,000	0	39,014	36,258	2,756	8%
San Bernardino	Associated Students Inc., California State University, San Bernardino	2,003,480	448,231	2,200	2	8,754	8,136	618	8%
San Bernardino	CSUSB Philanthropic Foundation	3,968,739	0	53,139	0	4,723	3,551	1,172	33%
San Bernardino	Santos Manuel Student Union of California State University, San Bernardino	5,025,461	2,169,673	128,007	0	27,628	25,677	1,951	8%
San Bernardino	University Enterprises Corporation at CSUSB	28,006,872	10,063,736	90,386	0	49,607	46,103	3,504	8%
San Diego	Associated Students, San Diego State University	25,566,678	10,634,765	570,466	6	166,785	155,005	11,780	8%
San Diego	Aztec Shops, Ltd., San Diego State University	63,633,984	15,542,340	694,151	21	149,606	139,039	10,567	8%
San Diego	San Diego State University Research Foundation	176,009,667	67,151,600	657,988	37	332,974	309,455	23,519	8%
San Francisco	Associated Students, Inc., San Francisco State University	7,568,944	4,026,988	188,712	0	22,680	17,053	5,627	33%
San Francisco	San Francisco State University Foundation	817,342	0	0	0	3,307	3,073	234	8%
San Francisco	The University Corporation, San Francisco State	14,289,532	2,000,000	23,000	0	28,140	26,152	1,988	8%
San Jose	Associated Student, San Jose State University	8,149,808	3,358,000	29,518	0	19,034	17,690	1,344	8%
San Jose	San Jose State University Research Foundation	57,137,403	28,172,278	207,016	9	76,359	57,413	18,946	33%
San Jose	Spartan Shops, Inc., San Jose State University	23,311,665	7,981,023	96,640	8	78,156	72,636	5,520	8%
San Jose	The Student Union of San Jose State University	10,346,821	4,053,166	423,029	1	114,263	106,192	8,071	8%
San Jose	The Tower Foundation, San Jose State University	23,109,177	2,902,334	0	1	5,339	4,014	1,325	33%
San Luis Obispo	Associated Students, Inc., California Polytechnic State University at San Luis Obispo	16,085,895	5,930,431	275,662	6	86,550	80,437	6,113	8%
San Luis Obispo	Cal Poly Corporation	88,491,513	24,965,000	136,408	59	163,490	151,943	11,547	8%
San Luis Obispo	California Polytechnic State University Foundation	30,554,783	0	0	0	3,591	2,700	891	33%
San Marcos	California State University San Marcos Foundation	5,407,458	0	0	0	4,935	4,586	349	8%
San Marcos	San Marcos University Corporation	11,684,864	0	121,583	0	22,154	20,589	1,565	8%
San Marcos	The Associated Students of California State University, San Marcos	1,549,058	0	7,750	0	8,707	8,092	615	8%
San Marcos	University Auxiliary and Research Services Corporation	14,911,195	6,833,000	42,731	1	39,100	36,106	2,994	8%
Sonoma	Associated Students of Sonoma State University	2,216,180	684,863	8,820	0	14,086	13,091	995	8%
Sonoma	Sonoma State Enterprises, Inc.	11,002,938	530,000	76,620	0	32,723	30,412	2,311	8%
Sonoma	Sonoma State University Academic Foundation, Inc.	241,483	0	12,866	0	13,681	12,715	966	8%
Stanislaus	Associated Students, Inc., California State University, Stanislaus	1,180,899	393,693	4,645	0	5,955	5,534	421	8%
Stanislaus	California State University, Stanislaus Auxiliary and Business Services	1,330,213	0	58,213	0	14,205	13,202	1,003	8%

**CSURMA AORMA
FY 17 18 Liability Program
Member Allocation**

**See changes below to San Marcos University Corp and UARSC AND
Otter Student Union at CSU Monterey Bay**

Member Information		Exposure Information				Final Premium			
		(Total Expenditures, Payroll, Square Footage and Number of Owned Autos)				(Final Premium w/o EPL Deductible Credit)			
Campus	Auxiliary Organization	Expenditures	Payroll	Square Footage	Number of Owned Autos	FY 17/18	FY 16/17	\$ Diff	% Diff
Stanislaus	California State University, Stanislaus Foundation	1,841,595	0	0	0	21,277	19,774	1,503	8%
Stanislaus	University Student Union of California State University, Stanislaus	1,310,533	463,258	31,164	0	4,717	4,384	333	8%
88		1,550,969,361	452,681,095	12,741,797	380	4,216,301	3,823,258	393,043	10%
San Marcos	California State University San Marcos Corporation	19,911,195	6,140,006	231,731	1	48,021	36,106	11,915	0
Monterey	Otter Student Union at CSU Monterey Bay	1,375,345	-	-	-	2,152	2,000	152	8%

**CSURMA AORMA - Cyber Liability
Member Information**

\$44,281

Campus		FY 17 18 Liability Premium	FY 17 18 Cyber Liability Premium
Bakersfield	Associated Students, California State University, Bakersfield, Inc.	5,914	62
Bakersfield	California State University, Bakersfield Auxiliary for Sponsored Programs and Administration	7,342	77
Bakersfield	California State University, Bakersfield Foundation	9,220	97
Bakersfield	California State University, Bakersfield Student Union, Inc.	4,944	52
Chancellor's Office	California State University Foundation	3,591	38
Chancellor's Office	California State University Institute	2,766	29
Channel Islands	Associated Students of California State University, Channel Islands, Inc.	3,291	35
Channel Islands	California State University Channel Islands Foundation	3,034	32
Channel Islands	CI Auxiliary Services Corporation, Inc. (University Glen Corp)	21,963	231
Chico	Associated Students of California State University, Chico	121,525	1,276
Chico	Auxiliary Organization Associations	2,152	23
Chico	The CSU, Chico Research Foundation	119,109	1,251
Chico	The University Foundation, California State University, Chico	12,091	127
Dominguez Hills	Associated Students, California State University, Dominguez Hills	5,405	57
Dominguez Hills	California State University, Dominguez Hills Foundation	42,480	446
Dominguez Hills	Donald P. and Katherine B. Loker University Student Union, Incorporated	17,006	179
Dominguez Hills	California State University, Dominguez Hills Philanthropic Foundation	2,152	23
East Bay	Associated Students, California State University, East Bay	14,998	158
East Bay	Cal State East Bay Educational Foundation	2,152	23
East Bay	California State University, East Bay Foundation, Inc.	36,606	384
Fresno	Associated Students, Inc. of California State University, Fresno	6,000	63
Fresno	Fresno State Programs for Children, Inc.	7,899	83
Fresno	The Agricultural Foundation of California State University, Fresno	19,310	203
Fresno	The California State University, Fresno Athletic Corporation	184,786	1,941
Fresno	California State University, Fresno Association, Inc.	195,449	2,053
Fresno	California State University, Fresno Association, Inc. (Courtyard)	-	-
Fresno	California State University, Fresno Association, Inc. (SMC)	-	-
Fresno	California State University, Fresno Foundation	110,274	1,158
Fullerton	Associated Students, California State University, Fullerton, Inc.	44,165	464
Fullerton	Cal State Fullerton Philanthropic Foundation	8,865	93
Fullerton	CSU Fullerton Auxiliary Services Corporation	125,847	1,322
Humboldt	Associated Students, Humboldt State University	5,902	62
Humboldt	Humboldt State University Advancement Foundation	3,591	38
Humboldt	Humboldt State University Center Board of Directors	49,707	522
Humboldt	Humboldt State University Sponsored Programs Foundation	36,837	387
Long Beach	Associated Students, California State University, Long Beach	76,766	806
Long Beach	California State University, Long Beach Research Foundation	154,584	1,623
Long Beach	CSULB 49er Foundation	4,400	46
Long Beach	Forty-Niner Shops, Inc., CSU Long Beach	67,347	707
Los Angeles	Associated Students, California State University, Los Angeles, Inc.	6,274	66
Los Angeles	Cal State L.A. University Auxiliary Services, Inc.	54,548	573
Los Angeles	California State University, Los Angeles Foundation	3,396	36
Los Angeles	University-Student Union Board, California State University, Los Angeles	27,487	289
Maritime	California Maritime Academy Foundation, Inc.	3,166	33
Maritime	The Associated Students of the California Maritime Academy	3,171	33
Monterey	Foundation of California State University, Monterey Bay	3,564	37
Monterey	The University Corporation at Monterey Bay	144,451	1,517
Northridge	Associated Students, California State University, Northridge, Inc.	23,431	246
Northridge	California State University, Northridge Foundation	10,636	112
Northridge	North Campus University Park Development Corporation	4,844	51

**CSURMA AORMA - Cyber Liability
Member Information**

\$44,281

Campus		FY 17 18 Liability Premium	FY 17 18 Cyber Liability Premium
Northridge	The University Corporation, CSU Northridge	107,981	1,134
Northridge	University Student Union of California State University, Northridge	116,268	1,221
Pomona	Associated Students Inc., California State Polytechnic University, Pomona	67,406	708
Pomona	The Cal Poly Pomona Foundation, Inc.	239,793	2,518
Sacramento	Associated Students of California State University, Sacramento	91,273	959
Sacramento	Capital Public Radio, Inc., CSU Sacramento	19,000	200
Sacramento	The University Foundation at Sacramento State	5,060	53
Sacramento	University Enterprises, Inc., CSU Sacramento	183,542	1,928
Sacramento	University Union Operation of CSUS, Inc.	39,014	410
San Bernardino	Associated Students Inc., California State University, San Bernardino	8,754	92
San Bernardino	CSUSB Philanthropic Foundation	4,723	50
San Bernardino	Santos Manuel Student Union of California State University, San Bernardino	27,628	290
San Bernardino	University Enterprises Corporation at CSUSB	49,607	521
San Diego	Associated Students, San Diego State University	166,785	1,752
San Diego	Aztec Shops, Ltd., San Diego State University	149,606	1,571
San Diego	San Diego State University Research Foundation	332,974	3,497
San Francisco	Associated Students, Inc., San Francisco State University	22,680	238
San Francisco	San Francisco State University Foundation	3,307	35
San Francisco	The University Corporation, San Francisco State	28,140	296
San Jose	Associated Student, San Jose State University	19,034	200
San Jose	San Jose State University Research Foundation	76,359	802
San Jose	Spartan Shops, Inc., San Jose State University	78,156	821
San Jose	The Student Union of San Jose State University	114,263	1,200
San Jose	The Tower Foundation, San Jose State University	5,339	56
San Luis Obispo	Associated Students, Inc., California Polytechnic State University at San Luis Obispo	86,550	909
San Luis Obispo	Cal Poly Corporation	163,490	1,717
San Luis Obispo	California Polytechnic State University Foundation	3,591	38
San Marcos	California State University San Marcos Foundation	4,935	52
San Marcos	San Marcos University Corporation	22,154	233
San Marcos	The Associated Students of California State University, San Marcos	8,707	91
San Marcos	University Auxiliary and Research Services Corporation	39,100	411
Sonoma	Associated Students of Sonoma State University	14,086	148
Sonoma	Sonoma State Enterprises, Inc.	32,723	344
Sonoma	Sonoma State University Academic Foundation, Inc.	13,681	144
Stanislaus	Associated Students, Inc., California State University, Stanislaus	5,955	63
Stanislaus	California State University, Stanislaus Auxiliary and Business Services	14,205	149
Stanislaus	California State University, Stanislaus Foundation	21,277	223
Stanislaus	University Student Union of California State University, Stanislaus	4,717	50
		4,216,301	44,288
San Marcos	University Auxiliary and Research Services Corporation	48,021	515
Monterey	Otter Student Union at CSU Monterey Bay	2,152	23

CSURMA AORMA
FY 17 18 Crime Program
Member Allocation

Member Information		(Premium Comparison)				Comparison		
						(Payroll Comparison)		
Campus	Auxiliary	FY 16 17	FY 17 18	\$ Diff	% Diff	FY 16 17	FY 17 18	% Diff
Bakersfield	Associated Students, California State University, Bakersfield, Inc.	1,767	1,517	(250)	-14%	-	-	0%
Bakersfield	California State University, Bakersfield Student Union, Inc.	1,767	1,767	-	0%	-	-	0%
Bakersfield	California State University, Bakersfield Auxiliary for Sponsored Programs and Administration	2,517	2,517	-	0%	1,722,000	1,832,300	6%
Bakersfield	California State University, Bakersfield Foundation	2,517	2,650	133	5%	719,000	20,000	-97%
Chancellor's Office	California State University Institute	1,267	1,017	(250)	-20%	-	-	0%
Chancellor's Office	California State University Foundation	2,650	2,267	(383)	-14%	30,000	30,000	0%
Channel Islands	Associated Students of California State University, Channel Islands, Inc.	1,017	1,017	-	0%	-	-	0%
Channel Islands	California State University Channel Islands Foundation	1,517	2,017	500	33%	-	-	0%
Channel Islands	University Auxiliary Services, Inc. (University Glen Corp)	2,267	2,267	-	0%	3,011,838	3,102,477	3%
Chico	Auxiliary Organization Associations	517	517	-	0%	-	-	0%
Chico	The University Foundation, California State University, Chico	2,783	2,650	(133)	-5%	-	-	0%
Chico	The CSU, Chico Research Foundation	6,603	5,830	(773)	-12%	13,008,256	13,838,542	6%
Chico	Associated Students of California State University, Chico	4,206	3,922	(284)	-7%	6,979,182	8,192,918	17%
Dominguez Hills	Associated Students, California State University, Dominguez Hills	1,517	1,517	-	0%	581,190	596,680	3%
Dominguez Hills	Donald P. and Katherine B. Loker University Student Union, Incorporated	1,517	1,517	-	0%	1,000,498	1,243,475	24%
Dominguez Hills	California State University, Dominguez Hills Foundation	3,638	3,392	(246)	-7%	5,818,700	6,109,635	5%
Dominguez Hills	California State University, Dominguez Hills Philanthropic Foundation	517	1,267	750	145%	-	-	0%
East Bay	Associated Students, California State University, East Bay	1,017	1,017	-	0%	481,483	498,692	4%
East Bay	California State University, East Bay Foundation, Inc.	3,267	3,142	(125)	-4%	-	-	0%
East Bay	Cal State East Bay Educational Foundation	1,267	1,017	(250)	-20%	-	-	0%
Fresno	Fresno State Programs for Children, Inc.	1,267	1,267	-	0%	987,000	810,000	-18%
Fresno	The Agricultural Foundation of California State University, Fresno	2,517	2,517	-	0%	280,000	310,000	11%
Fresno	The California State University, Fresno Athletic Corporation	3,517	3,517	-	0%	5,322,000	5,481,660	3%
Fresno	California State University, Fresno Association, Inc.	3,544	3,517	(27)	-1%	6,027,000	7,071,000	17%
Fresno	California State University, Fresno Association, Inc. (Courtyard)							
Fresno	California State University, Fresno Association, Inc. (SMC)							
Fresno	California State University, Fresno Foundation	8,507	7,193	(1,314)	-15%	18,000,000	19,250,000	7%
Fresno	Associated Students, Inc. of California State University, Fresno	517	517	-	0%	205,000	225,000	10%
Fullerton	Associated Students, California State University, Fullerton, Inc.	3,619	3,027	(592)	-16%	5,781,776	5,955,229	3%
Fullerton	Cal State Fullerton Philanthropic Foundation	2,650	2,783	133	5%	-	-	0%
Fullerton	CSU Fullerton Auxiliary Services Corporation	7,801	6,670	(1,131)	-14%	16,456,516	16,950,487	3%
Humboldt	Humboldt State University Advancement Foundation	1,267	1,517	250	20%	-	-	0%
Humboldt	Humboldt State University Sponsored Programs Foundation	4,080	4,276	196	5%	6,715,600	9,138,973	36%
Humboldt	Associated Students, Humboldt State University	1,267	1,267	-	0%	208,250	127,000	-39%
Humboldt	Humboldt State University Center Board of Directors	3,142	3,142	-	0%	3,650,000	3,960,000	8%
Long Beach	CSULB 49er Foundation	2,783	2,916	133	5%	-	-	0%
Long Beach	Associated Students, California State University, Long Beach	3,752	3,267	(485)	-13%	6,045,165	6,347,423	5%
Long Beach	Forty-Niner Shops, Inc., CSU Long Beach	5,020	4,587	(433)	-9%	8,780,000	10,000,000	14%

CSURMA AORMA
FY 17 18 Crime Program
Member Allocation

Member Information		(Premium Comparison)				Comparison		
						(Payroll Comparison)		
Campus	Auxiliary	FY 16 17	FY 17 18	\$ Diff	% Diff	FY 16 17	FY 17 18	% Diff
Long Beach	California State University, Long Beach Research Foundation	7,296	6,698	(598)	-8%	15,354,732	17,067,411	11%
Los Angeles	Associated Students, California State University, Los Angeles, Inc.	1,017	1,017	-	0%	-	-	0%
Los Angeles	California State University, Los Angeles Foundation	1,017	1,017	-	0%	-	-	0%
Los Angeles	University-Student Union Board, California State University, Los Angeles	2,021	2,017	(4)	0%	2,840,000	2,925,200	3%
Los Angeles	Cal State L.A. University Auxiliary Services, Inc.	5,114	4,299	(815)	-16%	9,000,000	9,200,000	2%
Maritime	The Associated Students of the California Maritime Academy	517	517	-	0%	-	-	0%
Maritime	California Maritime Academy Foundation, Inc.	1,517	1,517	-	0%	-	-	0%
Monterey	Foundation of California State University, Monterey Bay	517	517	-	0%	-	-	0%
Monterey	The University Corporation at Monterey Bay	4,838	4,550	(288)	-6%	8,361,797	9,896,799	18%
Monterey	Otter Student Union at CSU Monterey Bay	517	517	-	0%	-	-	0%
Northridge	North Campus University Park Development Corporation	517	517	-	0%	-	-	0%
Northridge	Associated Students, California State University, Northridge, Inc.	2,783	2,783	-	0%	3,580,000	4,100,000	15%
Northridge	California State University, Northridge Foundation	2,783	3,017	234	8%	-	-	0%
Northridge	University Student Union of California State University, Northridge	4,217	3,769	(448)	-11%	7,001,500	7,795,950	11%
Northridge	The University Corporation, CSU Northridge	8,828	7,277	(1,551)	-18%	18,700,000	19,635,000	5%
Pomona	Associated Students Inc., California State Polytechnic University, Pomona	3,777	3,385	(392)	-10%	6,096,227	6,827,880	12%
Pomona	The Cal Poly Pomona Foundation, Inc.	8,036	6,970	(1,066)	-13%	16,969,942	18,226,704	7%

CSURMA AORMA
FY 17 18 Crime Program
Member Allocation

Member Information		(Premium Comparison)				Comparison		
						(Payroll Comparison)		
Campus	Auxiliary	FY 16 17	FY 17 18	\$ Diff	% Diff	FY 16 17	FY 17 18	% Diff
Sacramento	The University Foundation at Sacramento State	1,767	1,767	-	0%	-	-	0%
Sacramento	Associated Students of California State University, Sacramento	2,673	2,783	110	4%	3,990,857	4,329,894	8%
Sacramento	Capital Public Radio, Inc., CSU Sacramento	3,017	3,017	-	0%	3,586,202	4,610,000	29%
Sacramento	University Union Operation of CSUS, Inc.	2,916	2,916	-	0%	-	-	0%
Sacramento	University Enterprises, Inc., CSU Sacramento	12,767	10,502	(2,265)	-18%	27,305,130	28,670,387	5%
San Bernardino	Associated Students Inc., California State University, San Bernardino	1,267	1,517	250	20%	383,260	448,231	17%
San Bernardino	Santos Manuel Student Union of California State University, San Bernardino	2,267	2,267	-	0%	2,146,586	2,169,673	1%
San Bernardino	CSUSB Philanthropic Foundation	1,767	1,767	-	0%	-	-	0%
San Bernardino	University Enterprises Corporation at CSUSB	5,251	4,609	(642)	-12%	9,327,418	10,063,736	8%
San Diego	Associated Students, San Diego State University	5,171	4,808	(363)	-7%	9,135,234	10,634,765	16%
San Diego	Aztec Shops, Ltd., San Diego State University	7,263	6,309	(954)	-13%	15,276,709	15,542,340	2%
San Diego	San Diego State University Research Foundation	39,821	29,035	(10,786)	-27%	72,000,000	67,151,600	-7%
San Francisco	San Francisco State University Foundation	1,017	517	(500)	-49%	-	-	0%
San Francisco	Associated Students, Inc., San Francisco State University	2,684	2,650	(34)	-1%	4,011,172	4,026,988	0%
San Francisco	The University Corporation, San Francisco State	3,142	3,142	-	0%	2,000,000	2,000,000	0%
San Jose	The Student Union of San Jose State University	2,783	3,017	234	8%	2,563,054	4,053,166	58%
San Jose	Associated Student, San Jose State University	2,650	2,783	133	5%	3,054,810	3,358,000	10%
San Jose	Spartan Shops, Inc., San Jose State University	4,348	3,840	(508)	-12%	7,279,041	7,981,023	10%
San Jose	The Tower Foundation, San Jose State University	3,267	3,517	250	8%	2,299,640	2,902,334	26%
San Jose	San Jose State University Research Foundation	12,550	10,325	(2,225)	-18%	26,830,741	28,172,278	5%
San Luis Obispo	California Polytechnic State University Foundation	3,517	3,517	-	0%	-	-	0%
San Luis Obispo	Associated Students, Inc., California Polytechnic State University at San Luis Obispo	3,607	3,267	(340)	-9%	5,757,700	5,930,431	3%
San Luis Obispo	Cal Poly Corporation	11,359	9,180	(2,179)	-19%	24,230,000	24,965,000	3%
San Marcos	The Associated Students of California State University, San Marcos	1,017	1,267	250	25%	-	-	0%
San Marcos	California State University San Marcos Foundation	2,017	2,267	250	12%	-	-	0%
San Marcos	San Marcos University Corporation	3,017	3,017	-	0%	-	-	0%
San Marcos	University Auxiliary and Research Services Corporation	3,733	3,388	(345)	-9%	6,008,174	6,833,000	14%
Sonoma	Sonoma State University Academic Foundation, Inc.	517	517	-	0%	-	-	0%
Sonoma	Associated Students of Sonoma State University	1,517	1,517	-	0%	632,373	684,863	8%
Sonoma	Sonoma State Enterprises, Inc.	3,017	3,017	-	0%	-	530,000	Enormous
Stanislaus	Associated Students, Inc., California State University, Stanislaus	767	767	-	0%	396,885	393,693	-1%
Stanislaus	University Student Union of California State University, Stanislaus	1,017	1,017	-	0%	506,359	463,258	-9%
Stanislaus	California State University, Stanislaus Auxiliary and Business Services	1,017	1,017	-	0%	-	-	0%
Stanislaus	California State University, Stanislaus Foundation	1,267	1,267	-	0%	-	-	0%
89 TOTALS		310,471	281,298	(29,173)	-9%	428,435,997	452,681,095	

CSURMA AORMA
FY 17 18 Crime Program
Member Allocation

Member Information		(Expenditures Comparison)		
Campus	Auxiliary	@ 6/30/15	@ 6/30/16	% Diff
Bakersfield	Associated Students, California State University, Bakersfield, Inc.	3,037,784	2,925,460	-4%
Bakersfield	California State University, Bakersfield Student Union, Inc.	3,664,183	3,996,085	9%
Bakersfield	California State University, Bakersfield Auxiliary for Sponsored Programs and Administration	6,595,868	6,689,504	1%
Bakersfield	California State University, Bakersfield Foundation	9,901,369	7,576,679	-23%
Chancellor's Office	California State University Institute	1,571,016	1,441,504	-8%
Chancellor's Office	California State University Foundation	7,083,470	5,515,934	-22%
Channel Islands	Associated Students of California State University, Channel Islands, Inc.	1,310,386	1,409,993	8%
Channel Islands	California State University Channel Islands Foundation	2,242,299	4,291,515	91%
Channel Islands	University Auxiliary Services, Inc. (<i>University Glen Corp</i>)	5,554,811	5,847,137	5%
Chico	Auxiliary Organization Associations	680,970	656,984	-4%
Chico	The University Foundation, California State University, Chico	7,799,946	7,836,757	0%
Chico	The CSU, Chico Research Foundation	40,756,981	37,317,851	-8%
Chico	Associated Students of California State University, Chico	17,170,466	17,417,124	1%
Dominguez Hills	Associated Students, California State University, Dominguez Hills	2,159,579	2,457,771	14%
Dominguez Hills	Donald P. and Katherine B. Loker University Student Union, Incorporated	2,440,483	2,583,916	6%
Dominguez Hills	California State University, Dominguez Hills Foundation	20,365,676	18,842,874	-7%
Dominguez Hills	California State University, Dominguez Hills Philanthropic Foundation	95,000	1,694,877	1684%
East Bay	Associated Students, California State University, East Bay	1,341,499	1,436,082	7%
East Bay	California State University, East Bay Foundation, Inc.	15,836,839	14,319,453	-10%
East Bay	Cal State East Bay Educational Foundation	1,528,639	1,454,333	-5%
Fresno	Fresno State Programs for Children, Inc.	1,528,458	1,586,130	4%
Fresno	The Agricultural Foundation of California State University, Fresno	6,414,283	6,346,652	-1%
Fresno	The California State University, Fresno Athletic Corporation	37,880,021	41,624,965	10%
Fresno	California State University, Fresno Association, Inc.	36,735,925	37,630,483	2%
Fresno	California State University, Fresno Association, Inc. (Courtyard)			
Fresno	California State University, Fresno Association, Inc. (SMC)			
Fresno	California State University, Fresno Foundation	69,277,053	80,228,071	16%
Fresno	Associated Students, Inc. of California State University, Fresno	633,805	785,597	24%
Fullerton	Associated Students, California State University, Fullerton, Inc.	7,993,997	9,212,950	15%
Fullerton	Cal State Fullerton Philanthropic Foundation	7,746,874	8,326,125	7%
Fullerton	CSU Fullerton Auxiliary Services Corporation	61,724,681	67,184,322	9%
Humboldt	Humboldt State University Advancement Foundation	1,623,075	2,420,504	49%
Humboldt	Humboldt State University Sponsored Programs Foundation	19,765,865	24,572,542	24%
Humboldt	Associated Students, Humboldt State University	1,503,573	1,561,930	4%
Humboldt	Humboldt State University Center Board of Directors	14,541,155	14,551,748	0%
Long Beach	CSULB 49er Foundation	8,670,000	9,350,000	8%
Long Beach	Associated Students, California State University, Long Beach	14,470,306	15,034,764	4%
Long Beach	Forty-Niner Shops, Inc., CSU Long Beach	34,481,023	35,892,259	4%

CSURMA AORMA
FY 17 18 Crime Program
Member Allocation

Member Information		(Expenditures Comparison)		
Campus	Auxiliary	@ 6/30/15	@ 6/30/16	% Diff
Long Beach	California State University, Long Beach Research Foundation	40,300,000	47,100,000	17%
Los Angeles	Associated Students, California State University, Los Angeles, Inc.	1,415,146	1,364,199	-4%
Los Angeles	California State University, Los Angeles Foundation	1,455,235	1,437,399	-1%
Los Angeles	University-Student Union Board, California State University, Los Angeles	4,467,713	4,776,442	7%
Los Angeles	Cal State L.A. University Auxiliary Services, Inc.	26,896,261	28,368,753	5%
Maritime	The Associated Students of the California Maritime Academy	219,564	375,156	71%
Maritime	California Maritime Academy Foundation, Inc.	2,220,455	2,220,455	0%
Monterey	Foundation of California State University, Monterey Bay	280,280	350,862	25%
Monterey	The University Corporation at Monterey Bay	38,585,683	48,268,481	25%
Monterey	Otter Student Union at CSU Monterey Bay		686,485	
Northridge	North Campus University Park Development Corporation	403,030	400,133	-1%
Northridge	Associated Students, California State University, Northridge, Inc.	8,602,174	8,385,921	-3%
Northridge	California State University, Northridge Foundation	8,912,113	10,197,370	14%
Northridge	University Student Union of California State University, Northridge	12,950,916	13,709,474	6%
Northridge	The University Corporation, CSU Northridge	49,779,782	52,427,763	5%
Pomona	Associated Students Inc., California State Polytechnic University, Pomona	9,339,096	10,902,661	17%
Pomona	The Cal Poly Pomona Foundation, Inc.	71,329,793	72,194,143	1%

CSURMA AORMA
FY 17 18 Crime Program
Member Allocation

Member Information		(Expenditures Comparison)		
Campus	Auxiliary	@ 6/30/15	@ 6/30/16	% Diff
Sacramento	The University Foundation at Sacramento State	3,391,000	3,703,000	9%
Sacramento	Associated Students of California State University, Sacramento	7,911,065	8,295,235	5%
Sacramento	Capital Public Radio, Inc., CSU Sacramento	11,211,916	12,228,001	9%
Sacramento	University Union Operation of CSUS, Inc.	9,380,843	9,931,858	6%
Sacramento	University Enterprises, Inc., CSU Sacramento	73,109,000	75,557,000	3%
San Bernardino	Associated Students Inc., California State University, San Bernardino	1,630,612	2,003,480	23%
San Bernardino	Santos Manuel Student Union of California State University, San Bernardino	5,067,652	5,025,461	-1%
San Bernardino	CSUSB Philanthropic Foundation	3,445,246	3,968,739	15%
San Bernardino	University Enterprises Corporation at CSUSB	25,252,637	28,006,872	11%
San Diego	Associated Students, San Diego State University	23,316,906	25,566,678	10%
San Diego	Aztec Shops, Ltd., San Diego State University	63,668,475	63,633,984	0%
San Diego	San Diego State University Research Foundation	164,158,428	176,009,667	7%
San Francisco	San Francisco State University Foundation	1,256,434	817,342	-35%
San Francisco	Associated Students, Inc., San Francisco State University	7,700,908	7,568,944	-2%
San Francisco	The University Corporation, San Francisco State	14,125,929	14,289,532	1%
San Jose	The Student Union of San Jose State University	8,824,474	10,346,821	17%
San Jose	Associated Student, San Jose State University	7,994,879	8,149,808	2%
San Jose	Spartan Shops, Inc., San Jose State University	21,936,959	23,311,665	6%
San Jose	The Tower Foundation, San Jose State University	17,778,328	23,109,177	30%
San Jose	San Jose State University Research Foundation	62,129,832	57,137,403	-8%
San Luis Obispo	California Polytechnic State University Foundation	27,585,931	30,554,783	11%
San Luis Obispo	Associated Students, Inc., California Polytechnic State University at San Luis Obispo	14,894,230	16,085,895	8%
San Luis Obispo	Cal Poly Corporation	97,466,698	88,491,513	-9%
San Marcos	The Associated Students of California State University, San Marcos	1,359,668	1,549,058	14%
San Marcos	California State University San Marcos Foundation	4,785,127	5,407,458	13%
San Marcos	San Marcos University Corporation	10,993,044	11,684,864	6%
San Marcos	University Auxiliary and Research Services Corporation	11,970,724	14,911,195	25%
Sonoma	Sonoma State University Academic Foundation, Inc.	253,950	241,483	-5%
Sonoma	Associated Students of Sonoma State University	2,275,133	2,216,180	-3%
Sonoma	Sonoma State Enterprises, Inc.	10,497,435	11,002,938	5%
Stanislaus	Associated Students, Inc., California State University, Stanislaus	1,068,021	1,180,899	11%
Stanislaus	University Student Union of California State University, Stanislaus	1,472,713	1,310,533	-11%
Stanislaus	California State University, Stanislaus Auxiliary and Business Services	1,330,213	1,330,213	0%
Stanislaus	California State University, Stanislaus Foundation	1,985,165	1,841,595	-7%
89 TOTALS		1,474,514,174	1,551,655,846	5%

2017 CSURMA AORMA MEETING CALENDAR

ISSUE: The Program Administrator includes a current copy of the CSURMA AORMA meeting calendar in every agenda.

RECOMMENDATION: No action is requested on this item.

FISCAL IMPACT: None.

BACKGROUND: None.

PUBLICATION: None.

ATTACHMENT(S):

- a. CSURMA AORMA – 2017 Meeting Calendar



California State University Risk Management Authority

2017 CSURMA MEETING CALENDAR

JANUARY				FEBRUARY				MARCH			
Date	Time	Committee	Location	Date	Time	Committee	Location	Date	Time	Committee	Location
8	3:00 PM	EC (AOA Conference)	San Diego	23	9:00 AM	PC	San Francisco	9	10:00 AM	AORMA	San Diego
8 - 11		AOA Annual Conference	San Diego					9	2:30 PM	EC	San Diego
11	10:30 AM	AIME	San Diego					10	8:30 AM	EC LRP	San Diego
APRIL				MAY				JUNE			
Date	Time	Committee	Location	Date	Time	Committee	Location	Date	Time	Committee	Location
				1	10:30 AM	AIME	San Francisco	TBD		AOA EC	TBD
				3	2:00 PM	BOD Orientation	Teleconference	22	1:00 PM	PC	Teleconference
				4	10:00 AM	AORMA	Long Beach				
				5	8:30 AM	EC	Long Beach				
				5	10:30 AM	BOD	Long Beach				
JULY				AUGUST				SEPTEMBER			
Date	Time	Committee	Location	Date	Time	Committee	Location	Date	Time	Committee	Location
17-18	11:00 AM	AORMA Officers Retreat	San Diego	TBD		AOA EC	TBD	6	9:00 AM	AORMA New Member	Sacramento
								6	10:00 AM	AORMA LRP	Sacramento
								7	9:00 AM	AORMA	Sacramento
								7	4:00 PM	EC Orientation	Sacramento
								8	8:30 AM	EC	Sacramento
								28	1:00 PM	PC	Teleconference
OCTOBER				NOVEMBER				DECEMBER			
Date	Time	Committee	Location	Date	Time	Committee	Location	Date	Time	Committee	Location
16	10:30 AM	AIME	Fullerton	TBD		AOA EC	TBD	7	10:00 AM	AORMA	TBD
18	2:00 PM	BOD Orientation	Teleconference	30	8:00 AM	PC	San Francisco	8	8:30 AM	EC	TBD
26	10:00 AM	AORMA	Long Beach					7	8:00 AM	PC	San Francisco
27	8:30 AM	EC	Long Beach								
27	10:30 AM	BOD	Long Beach								

AORMA = Auxiliary Organizations Risk Management Alliance Committee

AIME = Athletic Injury Medical Expense Committee

AORMA LRP = AORMA Long Range Planning Meeting

PC = AORMA Programs Committee

AOA = CSU Auxiliary Organizations Association

BOD = CSURMA Board of Directors

EC = CSURMA Executive Committee

EC LRP = EC Long Range Planning Meeting

FY 2016/2017 AORMA LONG RANGE ACTION PLAN

ISSUE: The Program Administrator includes a copy of the current AORMA Long Range Action Plan in every agenda.

RECOMMENDATION: No action is requested; this item is for information only.

FISCAL IMPACT: None.

BACKGROUND: None.

PUBLICATION: None.

ATTACHMENT(S):

- a. FY 2016/2017 AORMA Long Range Action Plan

FY 2016/17 CSURMA AORMA LONG RANGE ACTION PLAN

GOAL	ACTION / TASK	RESPONSIBLE ENTITY	DEADLINE	STATUS	
LRP-1 Benchmarking Initiative					
Develop benchmarking operations beyond Workers' Compensation	1	Research benchmarking resources available	PA, SRM	Oct-16	Completed
	2	Develop a conceptual proposal for short and long term benchmarking	PA, SRM	Jan-17	Completed
	3	Presentation of sustainable long term benchmarking program	PA, SRM	Sep-17	
	4	Approval of long term benchmarking project scope	AORMA, EC	Sep-17	
LRP-2 Marine Program					
Creation of a marine program	1	Review and update watercraft schedule, as appropriate	PA	Nov-16	Completed
	2	Create marine program coverage specifications	PA	Nov-16	Completed
	3	Obtain coverage options, and pricing, for program and present to the Programs Committee	PA	Feb-17	Completed
	4	Present final program design to AORMA Committee	PA	May-17	Completed
	5	Disseminate the Marine Program information to the AORMA members	PA	Jul-17	
LRP-3 Captive Insurer					
Evaluation of participation in possible CSU captive vehicle	1	Oversee formation of captive	PA, SRM	Jun-17	In Process
	2	Determine which insurance products can be marketed by the auxiliary organizations	PA, SRM, EC, AORMA	Jul-17	
	3	Design marketing plan	PA, SRM, AORMA	Aug-17	
LRP-4 Fine Arts, Artifacts and Archives Program (FAAAP)					
Fine Arts, Artifacts and Archives Program rollout and schedule of development	1	Develop Fine Arts, Artifacts and Archives Program	PA	May-16	Completed
	2	Announcement of FAAAP	PA	Jun-16	Completed
	3	Introduce the FAAAP during the AOA Conference AORMA Update	AORMA Chair	Jan-17	Completed
	4	Provide updated information via the CSURMA Newsletter "What's the Risk"	PA	Mar-17	
LRP-5 GoGround (Master Enable Agreement for Transportation)					
GoGround communication and rollout plan	1	Finalize agreement between CSURMA and GoGround	SRM	Jul-17	
	2	Introduce the GoGround MEA for Transportation during the AOA Conference AORMA Update	AORMA Chair	Jan-17	N/A
	4	Provide information via the CSURMA Newsletter "What's the Risk"	PA	Jul-17	

FY 2016/17 CSURMA AORMA LONG RANGE ACTION PLAN

GOAL	ACTION / TASK	RESPONSIBLE ENTITY	DEADLINE	STATUS	
LRP-4 CSURMA Website					
Drive traffic to the CSURMA website	1	Send out first CSURMA Newsletter "What's the Risk"	PA	Dec-16	In Process
	2	Link all "What's the Risk" articles to the CSURMA Website	PA	Dec-16	In Process
	3	Include a link in all announcements that take the recipient directly to the CSURMA Website	PA	Dec-16	In Process
	4	Include a Policy and Procedure information item in every newsletter	PA	Mar-17	
LRP-5 Special Funding Task Group					
Compile historical information on AORMA's funding philosophy	1	Research historical funding decisions	PA	Jun-17	
	2	Discuss with Special Funding Task Group (AORMA Officers)	PA, AORMA Officers	Jul-17	
	3	Discuss with the AORMA Committee	PA, AORMA	Sep-17	
	4	Memorialize AORMA's Funding Philosophy and distribute as appropriate	PA	Oct-17	
BOD: CSURMA Board of Directors		EC: CSURMA Executive Committee			
PC: AORMA Programs Committee		OGC: CSU Office of General Counsel			
CABO: CSU Chief Administrators and Business Officers		PA: CSURMA Program Administrator			
CO: Chancellor's Office		SRM: CSU Systemwide Risk Management			
AORMA: AORMA Committee					

AORMA COMMITTEE AND STANDING COMMITTEE ROSTER

ISSUE: Attached for the Committee's review is the AORMA Committee and Standing Committee Roster effective July 1, 2017.

RECOMMENDATION: It is recommended that the Committee Members review the contact information for accuracy and report any changes or corrections to Staff.

FISCAL IMPACT: None.

BACKGROUND: Contact lists are provided at every meeting.

PUBLICATION: None.

ATTACHMENT(S):

- a. AORMA Committee and Standing Committee Roster – Effective 07/01/17

AORMA Committee
Ten voting members - two alternates - twelve members total
Effective at July 1, 2017

Committee	Seat	Member	Position	Campus	Type of Auxiliary	E-Mail	Telephone Number
AORMA	Chair	Frank Mumford	Executive Director	Fullerton	CSU Fullerton Auxiliary Services Corporation	fmumford@fullerton.edu	657-278-4101
AORMA	First Vice Chair	Dwayne Brummett	Director of Business Services	San Luis Obispo	Associated Students, Inc., California Polytechnic State University at San Luis Obispo	dbrummet@calpoly.edu	805-756-5768
AORMA	Second Vice Chair	Gigi Kiama	Human Resources Director	Monterey Bay	The University Corporation at Monterey Bay	gkiama@csumb.edu	831-582-4301
AORMA	Seat 1	Dave Nakamura	Executive Director	Humboldt	Humboldt State University Center	dave.nakamura@humboldt.edu	707-826-4878
AORMA	Seat 2	Dave Nirenberg	Senior Director	Channel Islands	Channel Islands University Auxiliary Services, Inc.	dave.nirenberg@csuci.edu	805-437-2668
AORMA	Seat 3	Shannon Stratton	Executive Director	San Bernardino	Associated Students Inc., California State University, San Bernardino	SStratto@csusb.edu	909-537-5526
AORMA	Seat 4	Bella Newberg	Executive Director	San Marcos	University Auxiliary and Research Services Corporation	newberg@csusm.edu	760-750-4700
AORMA	Seat 5	Trina Knight	Human Resources Director	Sacramento	University Enterprises, Inc., CSU Sacramento	trinak@csus.edu	916-278-7003
AORMA	Seat 6	Starr Lee	Director, Administration and Legal	San Luis Obispo	Cal Poly Corporation	selee@calpoly.edu	805-756-1451
AORMA	Seat 7	Bill Olmsted	Associate Executive Director	Sacramento	University Union Operation of CSUS, Inc.	olmsted@csus.edu	916-278-6744

Programs Committee
Minimum of five members - at least two of whom are AORMA Committee members

Committee	Seat	Member	Position	Campus	Type of Auxiliary	E-Mail	Telephone Number
PC	Chair	Gigi Kiama	Human Resources Director	Monterey Bay	University Corporation, CSU Monterey Bay	gkiama@csumb.edu	831-582-4301
PC	At Large	Bill Olmsted	Associate Executive Director	Sacramento	University Union Operation of CSUS, Inc.	olmsted@csus.edu	916-278-6744
PC	At Large	Jason Porth	Executive Director	San Francisco	The University Corporation, San Francisco State	jporth@sfsu.edu	415-338-6880
PC	At Large	Jun Reina	Chief Operating Officer/ Chief Financial Officer	Sacramento	Capital Public Radio, Inc., CSU Sacramento	jreina@csus.edu	916-278-8925
PC	At Large	Russel Statham	Chief Operating Officer and Chief Financial Officer	Dominguez Hills	California State University, Dominguez Hills Foundation	rdstatham@csudh.edu	310-243-3255
PC	At Large	Raven Tyson	Human Resources & Risk Manager	San Diego	Associated Students of San Diego State University	raven.tyson@sdsu.edu	619-594-3760

*AORMA Committee Chair serves for a period of four years - Vice Chair, to Chair, to Past President, to Ex-Officio.
 Standing Committee Chair serves a one-year term, is appointed by the AORMA Committee Chair, and must be an AORMA Committee member.
 AORMA Committee and Standing Committee members may serve a maximum of three consecutive two-year terms (total six years).*

Size of Campus: small - less than 10,000 FTE; medium - between 10,000 and 20,000 FTE; large - more than 20,000 FTE