



**CSURMA EXECUTIVE COMMITTEE MEETING AGENDA**  
**“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 publicly accessible places, including the Internet, at least ten (10) days in advance of the meeting.*

Meeting Date:	March 21, 2013	Primary Location:	Fairmont Newport Beach
Time:	2:30pm		4500 MacArthur Blvd.
	Executive Lounge		Newport Beach, CA 92660
		Legend:	<b>A</b> = Action
Reconvene:	March 22, 2013		<b>I</b> = Information
	8:00 am		<b>V</b> = Verbal
	Executive Lounge		<b>S</b> = Separate

**A. CALL TO ORDER**

- 1. **Approval of the Agenda** A p. 5

**B. PUBLIC COMMENTS**

**C. CONSENT CALENDAR** A

*The Committee is asked to take action on the consent calendar items as a group, except that a member may request that an item be withdrawn from the Consent Calendar for discussion and action.*

- 1. **Approval of Minutes – December 6 & 7, 2012** p. 6  
*The Committee will be asked to approve the minutes from their last meeting.*
- 2. **Financial Report**
  - a. **Receipt and Review of the Draft Financial Statements at 02/28/2013** p. 18  
*The Committee will be asked to review and accept the audited Financial Statement as February 28, 2013.*
  - b. **Treasurer’s Report – December 31, 2012** p. 19  
*The Committee review and accept the Treasurer’s Report at December 31, 2012.*
  - c. **Reconciliation of Property Funds and Adoption of Resolution No. 01-13 (EC)** p. 26  
*The Committee will be asked to approve the Property Funds Reconciliation and adopt the Resolution 01-13 (EC).*
  - d. **FY 2012/2013 Midterm Budget Amendments and Adoption of Resolution No. 02-13 (EC)** p. 32  
*The Committee will be asked to approve the amendments to FY 2012/2013 budget and adopt of Resolution 02-13 (EC).*

3. **SAS 70 Policy & Procedure** p. 57  
*The Committee will be asked to adopt the Policy & Procedure regarding the collection of SAS 70 reports.*
4. **Adoption of CSURMA Travel Policy & Procedure** p. 59  
*The Committee will be asked to adopt the CSURMA Travel Policy & Procedure.*
5. **CSURMA Board of Directors Participation, Executive Committee Nominations, and Elections** p. 62  
*The Committee will be asked to recommend a policy and procedure to the CSURMA Board.*
6. **Campus Risk Pool Claims Settlement Authority Policy & Procedure** p. 64  
*The Committee will be asked to review Campus Risk Pool Claims Settlement Policy & Procedure, taking action as necessary.*
7. **Selection of Workers' Compensation Program TPA** p. 67  
*The Committee will receive a report from the Workers' Compensation TPA Task Group on the RFP process; taking action as necessary.*

**D. GENERAL ADMINISTRATION**

1. **Service Provider Performance Evaluations** I p. 74  
*The Committee will be asked to review and discuss the Service Provider Performance Evaluations, taking action as necessary.*
2. **CSURMA FY 2013/2014 Vendor Service Fee** A p. 76  
*The Committee will receive a report on the Vendor Service Fee proposals, taking action as necessary.*
3. **Delegation of the Authority to Renew Insurance Program** A p. 77  
*The Committee will receive a report on the CSURMA insurance program renewal for the FY 2013/2014, taking action as necessary.*
4. **Recommendation for Approval of the FY 2013/2014 Operating Budget** A p. 95  
*The Committee will review and recommend approval of the FY 2013/2014 budget to the Board of Directors, taking action as necessary.*
5. **Appointment of Nominations Committee for Executive Committee Elections** A p. 120  
*The Committee will be asked to appoint a Nominating Committee for Executive Committee election, taking action as necessary.*
6. **CAJPA Accreditation** A p. 122  
*The Committee will review CAJPA Accreditation opportunities, taking action as necessary.*



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7. **MOU between CSURMA and Chancellor's Office** A p. 123  
*The Committee will be asked to delegate authority to prepare and execute an MOU.*
8. **Specified Subject Matters in Service Agreements** A p. 124  
*The Committee will be asked to adopt Resolution No. 03-13 (EC) describing the process for specified matters in service agreements.*
9. **Claims Audit Requisitions** A p. 127  
*The Committee will hear a report on the selection of auditor(s), scope of services and expected costs.*

**E. AUXILIARY ORGANIZATIONS INSURANCE PROGRAMS**

1. **AORMA Programs Update** I p. 204  
*The Committee will receive a verbal report on the AORMA programs.*
2. **Report on the 2013 AOA Annual Conference** I p. 205  
*The Committee will receive a final report on the 2013 AOA Annual Conference.*

- F. CLOSED SESSION Pursuant to Cal. Gov. Code Sec. 11126(e)(1) & 11126(f)(1) – Action may be taken per Government Code Section 11126(e)(1) & 11126(f)(1). Please refer to the claims listed below, that may be discussed. The Committee may take action or provide direction to Staff regarding the litigation discussed.** A

NONE

**G. LONG RANGE PLANNING**

1. **Investment Task Group** A p. 206  
**\*\*\*\*\* TIME CERTAIN - Friday, March 22, 2013 8:00 a.m. \*\*\*\*\***  
*The Committee will receive a report from the Investment Task Group taking action as necessary.*
2. **Review of 2012/2013 Long Range Action Plan** A p. 239  
*The Committee will be asked to review and discuss the 2012/2013 Long Range Action Plan, taking action as necessary.*
3. **Campus Pooled Program Funding Status** A p. 247  
*The Committee will receive a report on the campus pooled program funding status, taking action as necessary.*
4. **On-Line Training & Learning Management Systems** I p. 254  
*The Committee will receive a report on On-Line Training & Learning Management Systems.*



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5. **Development of CSURMA Goals for next 1 to 3 years** **A** *p. 255*  
*The Committee will be asked to discuss the development of CSURMA Goals for the next 1-3 years, taking action as necessary.*

**H. INFORMATION ITEMS**

1. **CSURMA 2013 Meeting Calendar** **I** *p. 256*  
2. **CSURMA Executive Committee & Staff Contact List** **I** *p. 259*

**I. ADJOURNMENT** **A**

**TELECONFERENCE LOCATIONS**

CSU Chancellor's Office – 401 Golden Shore, Long Beach, CA

*The next CSURMA Executive Committee meeting is scheduled for May 10, 2013 in Long Beach, please contact Myron Leavell at [mleavell@alliant.com](mailto:mleavell@alliant.com) with questions.*