



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. Guy Dalpe: Cesar Chavez Student Center, SFSU, 1650 Holloway Avenue Room C-134, San Francisco
3. Gigi Kiama: University Corporation at CSUMB, 8 Upper Ragsdale Drive, Monterey
4. Bill Olmsted: University Union Operation of CSUS, Inc., 6000 J Street, Sacramento
5. Jason Porth: The University Corporation, San Francisco State, 1600 Holloway Avenue, ADM 361, San Francisco
6. Jun Reina: Capital Public Radio, Inc., CSU Sacramento, 7055 Folsom Boulevard, Sacramento
7. Raven Tyson: Associated Students of San Diego State University, 5500 Campanile Drive, Sacramento

Meeting Date: February 25, 2016
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

B. PUBLIC COMMENTS

C. GENERAL ADMINISTRATION

1. **Approval of Meeting Minutes – December 3, 2015** A p. 4
The Committee will be asked to review and approve the minutes from the last Programs Committee meeting on December 3, 2015
2. **Risk Reduction Innovation Matching Grant Incentive Program** A p. 17
The Committee members will be asked to review and approve the program matrix, with amendments as appropriate, as well as one application for grant funds
3. **Discussion of Option for Members to Retain Dividends with CSURMA** A p. 42
The Committee will review and, if appropriate, approve revisions to Policy and Procedure A-4 – Dividends and Assessments

- 4. **AORMA Property Program Deductibles** A p. 43
The Committee members will be asked to recommend adoption of the revised real property deductibles to the AORMA Committee

- 5. **Crime Program – Amendments to the AORMA Memorandum of Coverage** A p. 60
The Committee will be asked to approve changes to the memorandum of coverage to specify that the program complies with the ERISA bonding requirement

- 6. **Sonoma State Enterprises, Inc. – New Workers’ Compensation Program Member** A p. 95
The Committee will be asked to approve Sonoma State Enterprises, Inc. as a new member of the AORMA workers’ compensation program

- D. INFORMATION ITEMS**

 - 1. **Review of the Praesidium Utilization Report** I p. 105
 - 2. **Review of the Alliant Loss Control Services Utilization Report** I p. 107
 - 3. **Review of the Target Solutions Utilization Report** I p. 112
 - 4. **Review of the Employers Group Utilization Report** I p. 116
 - 5. **2016 CSURMA AORMA Meeting Calendar** I p. 118
 - 6. **FY 15/16 AORMA Long Range Action Plan** I p. 120
 - 7. **AORMA Committee and Standing Committee Roster** I p. 124

- E. ADJOURNMENT**

The next Programs Committee meeting is scheduled for June 23, 2016 at 1:00pm via teleconference

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.

APPROVAL OF MEETING MINUTES – DECEMBER 3, 2015

ISSUE: The Committee will be asked to review and approve the draft minutes from the December 3, 2015 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 – December 3, 2015

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

DECEMBER 3, 2015

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

8:00 AM

MEMBERS PRESENT

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

ABSENT MEMBERS

Guy Dalpe, Associated Students, Inc., San Francisco State University

STAFF, GUESTS AND CONSULTANTS

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

A. CALL TO ORDER

The meeting was called to order by Gigi Kiama at 8:08 AM.

A1. Approval of the Agenda Order

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

First: Jason Porth
Second: Jun Reina

NAME	AYE	ABSTAIN	NAY	ABSENT
Guy Dalpe				X
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 – June 25, 2015

A motion was made to approve the minutes of the June 25, 2015 meeting.

First: Jason Porth
Second: Raven Tyson

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

Motion carried.

C2. Merger of Member Services, Loss Control and Training Committee Projects into the Programs Committee

Mimi Long explained that at its meeting on October 22, 2015, the AORMA Committee made the decision to conclude the work of the Member Services, Loss Control and Training Committee (MSLCTC). The MSLCTC was instrumental in establishing loss control programs, formalizing methods of communication, and overseeing the development of “value-added” services. Currently, AORMA Committee oversees and approves the programs that were put into place by the MSLCTC. The ongoing projects that the MSLCTC is currently overseeing will be merged into the AORMA Programs Committee or the AORMA Committee Chair may appoint an ad hoc committee to work on a loss control / risk management project that requires additional time and/or expertise.

C3. Employment Practices Liability Member Deductibles for FY 2016/2017

Mimi Long noted that in accordance with Policy and Procedure L-7 – Employment Practices Liability Deductible (EPL) Options, the Programs Committee is responsible for approving each member’s minimum EPL deductible for FY 16 17. The AORMA Liability Program includes coverage for several different types of third party liability, i.e., liquor liability, auto liability, premises liability, etc. All coverages have a \$0 deductible except Employment Practices Liability which has a minimum deductible of \$25,000. Policy and Procedure L-7 was established effective

July 1, 2011, which mandates a higher deductible for those auxiliaries with a frequency and/or severity of employment related claims. The Committee reviewed the schedule for assigning an EPL deductible in excess of \$25,000.

- Level 1 Paid losses of \$75,000 or less\$25,000 deductible
- Level 2 Paid losses of \$75,001 to \$175,000\$50,000 deductible
- Level 3 Paid losses of \$175,001 to \$275,000\$75,000 deductible
- Level 4 Paid losses in excess of \$275,001\$100,000 deductible

Long noted that in accordance with Policy and Procedure L-7, the following members will be mandated an EPL deductible in excess of the standard \$25,000 deductible:

TABLE 1

Auxiliary Organization	FY 16/17	FY 15/16
California State University, Fresno Foundation	\$ 75,000	\$ 75,000
California State University, Long Beach Research Foundation	\$ 75,000	\$ 75,000
The Cal Poly Pomona Foundation, Inc.	\$ 100,000	\$ 100,000
University Enterprises, Inc., CSU Sacramento	\$ 50,000	\$ 50,000
San Diego State University Research Foundation	\$ 100,000	\$ 100,000
San Jose State University Research Foundation	\$ 100,000	\$ 75,000

The committee reviewed the deductible calculation. Long pointed out that some of the smaller claims were not included within the calculation because they were considered “report of incident only” claims or in one case multiple claims arose from the same occurrence, and therefore, all claims were considered one occurrence.

A motion was made to approve the employment practices liability deductible calculation for FY 16 17.

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

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

Motion carried.

C4. Workers’ Compensation Supplemental Actuarial Report (Experience Modification Factors) and the AORMA Class Code Rates

As explained by Mimi Long, CSURMA’s retains the services of an independent actuary to provide several different reports. The actuary calculates the projected losses for FY 16/17 as well as the outstanding liabilities which are included in CSURMA’s financial statements. These reports have already been received and accepted by the AORMA Committee. The actuary also calculates each member’s experience modification factor (EMF) for use in the member allocation. Long explained that in order to achieve rate stability, the AORMA Committee approved changes to Policy and Procedure WC-1 – Workers’ Compensation Program Member Allocation Formula which requires the EMF’s to be “normalized” to 1.00 and capped at +/- 15%. The actuary incorporated these changes into the EMF calculation as shown in the supplemental reports. Each member will receive their own EMF calculation so they can review how their EMF was estimated.

A motion was made to accept the Workers’ Compensation 2016/17 Experience Modification Factors supplemental report dated September 14, 2015.

- First:** Jason Porth
- Second:** Jun Reina

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

Motion carried.

C5. Workers’ Compensation Program Member Allocation for FY 2016/2017

Mimi Long explained that at its September 10, 2015 meeting, the AORMA Committee approved the FY 16/17 Workers’ Compensation Program funding of \$4,523,000. The Programs Committee is now responsible for approving the FY 16/17 workers’ compensation rates as well as the allocation of the total program costs to the members. Costs are allocated to the members based on their estimated payroll for FY 16/17 and their experience modification factor as determined by the CSURMA actuary. Long noted that the AORMA workers’ compensation program rates are established by starting with the corresponding WCIRB rate approved for use as the AORMA class code rate and then applying a normalization factor to develop the total amount of funding required. Staff applied a normalization factor of .65 to each WCIRB rate in order to establish the proposed AORMA FY 16/17 rates. By applying .65 normalization factor to each of the WCIRB rates, staff was able to reduce all of the AORMA rates by 1% and 22% (compared to the FY 15/16 AORMA rates) while at the same time achieving the required funding for the program. The Committee review the proposed AORMA workers’ compensation program rates as shown below.

AORMA Class Code	1001	1002	1004	1005	1006	1007
FY 16/17 Rates	.30	.76	1.07	2.50	3.32	4.90

A motion was made to the approved the FY 16/17 rates shown above, as well as the FY 16/17 workers’ compensation program member allocation as presented.

First: Jun Reina
Second: Bill Olmsted

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

Motion carried.

C6. Liability Supplemental Actuarial Reports

As explained by Mimi Long, CSURMA’s retains the services of an independent actuary to provide several different reports. The actuary calculates the projected losses for FY 16/17 as well as the outstanding liabilities which are included in CSURMA’s financial statements. These reports have already been received and accepted by the AORMA Committee. The actuary also provides three supplemental reports for the liability program – (1) Experience Modification Factor (EMF) for each member, (2) Employment Practices Liability (EPL) deductible credits and (3) program rates for EPL, Auto Liability, Premises Liability and All Other.

Long noted that the actuary recommends rates for the four loss categories; however, these are recommendations and the Programs Committee may decide to use different rates. Staff’s rate recommendations will be reviewed within the next agenda item. Long notes that the Auto and Other rates as recommended by the actuary stayed about the same. The Premises rate increased 7% and the EPL rate decreased 14%.

Long explained that in order to calculate each member’s EMF, the actuary reviews five years of exposure data and loss data. To stabilize the EMF’s, all losses are capped at \$100,000. The actuary first calculates each member’s portion of the total losses compared to its portion of the total risk exposures. The actuary then adds a credibility weight based on each member’s size. This assumes that the historical loss information of larger members is more predictive of future claim experience compared to that of small members. The two largest members were assigned a weight of 75%, and the remaining members were given proportionally lower weights. To provide greater stability, the minimum and maximum EMFs are limited to between .75 and 2.00.

A motion was made to accept the Liability Program 2016/17 Rates and Experience Modification Factors report dated September 18, 2015 and the Employment Practices Liability Indicated Deductible Credits report dated September 18, 2015.

First: Raven Tyson
Second: Bill Olmsted

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

Motion carried.

C7. Liability Program Member Allocation for FY 2016/2017

Mimi Long noted that the Liability Program Member Allocation formula was revised effective July 1, 2015 and when an allocation formula is change premium fluctuations are common. Because of this, Staff has added rate and premiums collars to the allocation formula in order to minimize premium fluctuations. The Programs Committee is responsible for approving the final member allocation and the allocation factors with the FY 16/17 Liability Program Member Allocation. The AORMA Committee approved the total liability program costs for FY 16/17 of \$3,880,956 which is a 1.28% increase over the approved FY 15/16 costs.

Long review the allocation factors.

- Four basic rates.** In order to stabilize premiums, Staff is proposing a maximum rate increase of 10%. The Committee reviewed TABLE 1 which includes the proposed rates for Auto, Premises, Other and Employment Practices Liability (EPL).

Exposure	16/17 Actuary's Recommended Rates	15/16 Collared Rates	16/17 Collared Rates	Difference Actuary vs 16/17 Collared Rates	Difference 15/16 vs 16/17 Collared Rates
Auto Liability	151	150	151	0%	1%
Premises Liability	40	50	45	12%	-10%
Other Liability	134	488	439	69%	-10%
EPL	2,219	1,065	1,172	-89%	10%

2. **Maximum premium for calculating the size credit.** The premium has remained at \$65,000 which allows about 10% of the members to receive the maximum size credit.
3. **Maximum size credit rate percentage.** The size credit was reduced from 30% to 20% in order to achieve the required funding level and at the same time allowing those members who are collared at the maximum decrease to receive a 5% discount.
4. **Maximum collared rate percentage increase.** The maximum increase was changed from 30% to 35%.
5. **Maximum collared rate percentage decrease.** The maximum decrease was changed from 13% to 5%.
6. **Capped excess premium.** This remains at \$85,000.
7. **Minimum administrative costs.** This remains at \$600.
8. **Maximum administrative costs.** This remains at \$60,000.
9. **Minimum premium.** This remains at \$2,000.

Long noted that this allocation results in a premium deficit of \$53,405.

A motion was made to approve the FY 16/17 Liability Program Allocation Factors as well the member allocation as presented and recommend to the AORMA Committee that \$53,405 be paid from the program’s surplus.

First: Raven Tyson
Second: Jason Porth

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

Motion carried.

C8. Property Program Member Allocation for FY 2016/2017

Mimi Long stated that the Programs Committee is responsible for approving the final member allocation and the allocation factors for FY 16/17 Property Program. The AORMA Committee approved the total property program costs for FY 16/17 of \$2,368,714. The total Property Program costs have been allocated to the members based on the approved allocation formula documented in Policy and Procedure P-1. The following factors have been included in the allocation and require approval by the Programs Committee:

1. **Basic rates:** .1402 for real property and business interruption/rents and .1682 for business personal property. The Committee reviewed TABLE 1 below which shows the program’s historical rates as well as the proposed rates

TABLE 1				
Property Program Historical Rates				
Coverage	FY 14/15	FY 15/16	FY 16/17	% Diff
Real Property, Business Interruption and Rents	0.1730	0.1424	0.1402	-2%
Business Personal Property	0.2076	0.1709	0.1682	-2%

2. **Maximum premium for calculating the size credit:** \$600,000 - *no change from FY 15/16 calculation.*
3. **Maximum size credit rate percentage:** 30% (one member received the entire 30% size credit) - *no change from the FY 15/16 calculation.*
4. **Minimum premium:** \$600 - *no change from FY 15/16 calculation.*
5. **Loss ratio surcharge schedule:** – *no change from FY 15/16 calculation.*
 - a. Less than 20% - 0%
 - b. Between 20% and 40% - 5%
 - c. Between 40% and 60% - 10%
 - d. Between 60% and 80% - 15%
 - e. Between 60% and 80% - 20%
 - f. Excess of 100% - 25%

A motion was made to approve the FY 16/17 Property Program allocation factors as well as the member allocation as presented.

First: Jason Porth
Second: Jun Reina

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

Motion carried.

C9. Crime Program Member Allocation for FY 2016/2017

Mimi Long state that the Programs Committee is responsible for approving the final member allocation and the allocation factors for FY 16/17 Crime Program. The AORMA Committee approved the total crime program costs for FY 16/17 of \$310,552. The total Crime Program costs have been allocated to the members based on the approved allocation formula documented in

Policy and Procedure C-1. The following factors have been included in the allocation and require approval by the Programs Committee:

1. **Basic rate:** .000654 – The basic rate for FY 15/16 was .000745. The rate was higher in FY 15/16 because the allocation still included collars. Those collars are not included in the FY 16/17 allocation.
2. **Maximum premium for calculating the size credit:** \$10,000 – This was changed from \$15,000. The goal is for approximately 10% of the members to receive the maximum size credit.
3. **Maximum size credit rate percentage:** 30% - No Change.
4. **Minimum premium:** The minimum premium table was changed so that a change in expenditures would not result in a significant minimum premium adjustment for any one member. See TABLE 1 below for a comparison.

Expenditures	Current Minimum Premium	Prior Minimum Premium
-	250	250
1,000,000	500	
1,250,000	750	
1,500,000	1,000	
2,000,000	1,250	1,250
3,000,000	1,500	
4,000,000	1,750	
5,000,000	2,000	
6,000,000	2,250	2,250
7,000,000	2,383	
8,000,000	2,516	
9,000,000	2,649	
10,000,000	2,750	2,750
12,500,000	2,875	
15,000,000	3,000	
17,500,000	3,125	
20,000,000	3,250	3,250

5. **Loss ratio surcharge schedule:** No change for FY 15/16 allocation.
 - a. Less than 50% - 0%
 - b. Between 50% and 100% - 10%
 - c. Excess of 100% - 20%

A motion was made to approve the FY 16/17 Crime Program allocation factors as well as the member allocation as presented.

First: Bill Olmsted
Second: Jun Reina

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

Motion carried.

C10. Risk Reduction Innovation Matching Grant Incentive Program – CSU Fullerton ASI

Mimi Long reiterated that the goal of the Risk Reduction Innovation Matching Grant Program is to encourage Members to enhance existing risk reduction efforts and to inspire ingenious safety ideas that all Member may eventually adopt. Associated Students, CSUF, Inc. Titan Recreation has submitted a grant application for basketball courts padding to protect players who may overrun the court and make contact with the concrete wall. Long noted that the dissolved Member Services, Loss Control and Training Committee (MSLCTC) has had difficulty approving grants. Raven Tyson who was on the MSLCTC also confirmed this sentiment. Tyson suggested that the process should be changed so that the Committee can approve some grants. Long noted that she had just received an email from SFSU with a grant matrix that may prove helpful to the Programs Committee. The Committee decided to table this item until the next meeting. Long will present some ideas for a grant approval matrix, or scoring worksheet.

C11. Approval of the Dividend Distribution for the Liability and Workers’ Compensation Program

Mimi Long let the Committee know that at the September 10, 2015 and October 22, 2015 meetings, the AORMA Committee approved a dividend of \$871,525 from the liability program and \$300,000 from the workers’ compensation program. The Committee reviewed the dividend allocations. The dividends are distributed to the members based on their percentage of premium paid into the programs over a five year period.

A motion was made to approve the liability and workers’ compensation dividend allocations to be paid in July, 2016.

First: Jun Reina
Second: Jason Porth

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

Motion carried.

C12. 2015 Workers’ Compensation Payroll Desk Audits

The Committee reviewed the desk audit that was completed by Staff. Mimi Long noted that Staff reviewed the payroll, claims and exposure data of ten different members. Staff did not find any anomalies in the payroll reported by those members being audited.

C13. Workers’ Compensation Program Volunteer Claims

Mimi Long noted that Policy and Procedure W-6, confirms that a workers’ compensation program member may elect to extend its workers’ compensation coverage to its volunteers. It also outlines the procedures to be followed in order to extend coverage, and it notes that the volunteer losses may be reviewed annually to ensure the rating integrity of the workers’ compensation program. Currently, the workers’ compensation member allocation formula does not include a premium charge for volunteers. Since inception of the AORMA workers’ compensation program in 2005, the total incurred for volunteer losses is \$192,117.

A motion was made to accept the review of the volunteer claims.

- First:** Raven Tyson
- Second:** Jun Reina

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

Motion carried.

C14. 2016 Meeting Dates for the CSURMA AORMA Programs Committee

Noted below are the proposed 2016 AORMA Programs Committee meeting dates:

Description	Date	Day	Time	Location
Programs Committee	February 25	Thursday	1:00 pm	Teleconference
Programs Committee	June 23	Thursday	1:00 pm	Teleconference
Programs Committee	September 29	Thursday	1:00 pm	Teleconference
Programs Committee	December 8	Thursday	8:00 am	San Francisco

A motion was made to approve the proposed 2016 meeting dates for the CSURMA AORMA Programs Committee.

First: Bill Olmsted
Second: Raven Tyson

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

Motion carried.

D. INFORMATION ITEMS

The information items were reviewed, but there was no discussion.

- D1. 2016 CSURMA AORMA Meeting Calendar**
- D2. FY 15/16 Long Range Action Plan**
- D3. CSURMA AORMA Committee and Standing Committee Roster**

E. ADJOURNMENT

A motion was made to adjourn the meeting at 10:08 AM

RISK REDUCTION INNOVATION MATCHING GRANT INCENTIVE PROGRAM

ISSUE: The Committee will be asked to review and, if appropriate, approve the Risk Reduction Innovation Matching Grant Incentive Program Matrix in order to aid in evaluating and approving grant applications.

The Committee will also be asked to review and, if appropriate, approve risk reduction grants for CSU Fresno Athletics Corporation and Associated Students, CSUF, Inc.

RECOMMENDATION: Staff recommends that the Committee review and approve the matrix with modification, as appropriate. Staff also recommends that the committee review the two grant applications received, and approve as appropriate.

FISCAL IMPACT: \$40,000 is included in the FY 15/16 CSURMA budget and will be added to the FY 16/17 budget.

BACKGROUND: The Grant Program started on a “pilot” basis. The Member Services, Loss Control and Training Committee (MSLCTC) selected three recipients, with a high frequency of claims, to receive a \$10,000 safety grant each. The money was to be used for any safety or risk reduction item. Of those three recipients – Cal Poly Pomona Foundation, Inc., The University Corporation, CSU Northridge, and Cal Poly Corporation (SLO), only Cal Poly Pomona Foundation took advantage of the grant funds. Cal Poly Pomona Foundation replaced the flooring in one area of their dining operations.

The Program changed the second year, to include a matching grant component as well as an annual Program focus. The idea was that the focus would change annually, so that all Members had an opportunity to apply for a grant. The focus for the second year of the Program was “prevention of workers’ compensation losses within Class Code 1007 – Manual Labor, with an emphasis on lifting, carrying and slip, trip and falls.” Applications were received from ten different Members. Very few grants were awarded. Grants were declined for the following reasons:

The MSLCT Committee felt that;

1. The grant projects were not consistent with the grant’s focus,

2. Staff training is a necessary function of any auxiliary organization and those costs should be assumed by the auxiliary organizations as a part of their standard operating costs.
3. All facilities required a certain amount of upkeep and maintenance and the focus of the grant is not to provide monetary relief to an auxiliary organization for standard operating expenses.

For the third year of the program, the MSLCTC asked the Alliant Risk Control Consultant, Brent Escoubas, to recommend projects. This seemed to make sense as Escoubas was performing loss control inspections for the auxiliary organizations and would be in the best position to make recommendations. The number of recommendation that Escoubas could make proved to be overwhelming as every structure visited needed some sort of upgrade.

The MSLCTC made one last change to the Grant Program. It was changed to place the emphasis on innovation. A few grant applications were submitted after this change, but the MSLCTC did not feel the projects were innovative enough.

PUBLICATION: If the matrix is approved, Staff will send out the grant application as well as an explanation of how the proposed grants will be evaluated and approved using the matrix as a review tool.

If the Committee approves the two grant applications submitted, Staff will notify the Members.

ATTACHMENT(S):

- a. Risk Reduction Innovation Matching Grant Incentive Program – Matrix
- b. Grant Applications Received exhibit
- c. Grant Application for Associated Students, CSUF, Inc.
- d. Grant Application for CSU Fresno Athletics Corporation
- e. Policy and Procedure A-6 – Risk Reduction Innovation Matching Grant Incentive Program

**CSURMA Auxiliary Organization Risk Management Alliance
Risk Reduction Innovation Matching Grant Incentive Program
Scoring Matrix**

Category	Description	Points	Score
Prevents loss frequency	Describe how implementation of this product, service or training may prevent an injury from a known loss exposure.	20	
Prevents loss severity	Describe how implementation of this product, service or training could potentially prevent an extremely costly claim.	25	
Inspires original, inventive, innovative, cutting edge or ingenious safety ideas	Describe how this produce, service or training may inspire loss reduction creativity within the auxiliary organization, campus or systemwide.	10	
Promotes culture of safety within the auxiliary organization	Describe how this product, service or training may encourage your employees to support or promote additional safe practices within your auxiliary organization.	10	
Has a broader application	Describe how this produce, service or training could be used at other auxiliary organizations with similar operations.	25	
Is above and beyond the normal operations	Describe how this product, service or training goes above and beyond an auxiliary organization's (1) standard facilities maintenance and upkeep, or (2) generally expected safety equipment or training, but is instead a new approach to risk mitigation.	10	

A score of 75 is required for grant award.

**AORMA Risk Reduction Innovation Matching Grant Program
Application Received**

Auxiliary Organization	Date of Grant Application	Date Reviewed by AORMA	Project Description	Amount of Project	Grant Amount Available	Amount Awarded	Amount Reimbursed by CSURMA
CSU Fresno Athletics Corporation	02/11/16	02/25/16	Purchase of a Sports-O-Zone sanitizing unit for the equipment room.	15,151	7,576	TBD	TBD
Associated Students, CSUF, Inc.	10/21/15	02/25/16	Purchase of padding for basketball courts.	30,000	10,000	TBD	TBD
Associated Students, CSU Long Beach	05/11/15	06/29/15	Risk assessment by Praesidium.	16,000	8,000	-	-
Spartan Shops, Inc., SJSU	04/02/15	04/20/15	Purchase of 1,790 non-slip shoes.	35,775	10,000	-	-
University Glen Corporation, CSU Channel Islands	07/01/13	08/26/13	Purchase of slip resistant tape and treads, life vests, ring buoys, pool master life hooks and poles and dock box to store the safety equipment.	10,859	5,430	-	-
			Purchase of hydraulic lift table, chair dollies, table dollies.	1,733	867	867	-
			Safety training for staff.	7,000	3,500	-	-
CSU Fullerton Auxiliary Services Corporation	07/01/13	08/26/13	Purchase of back support belts and anti-fatigue mats. <i>(Award for back braces only.)</i>	2,000	1,000	1,000	153
Humboldt State University Center	07/01/13	08/26/13	Designing and constructing a food preparation floor mat cleaning station.	20,000	10,000	-	-
Forty-Niner Shops, Inc., CSULB	07/01/13	08/26/13	Purchase of lighter weight catering tables and chairs.	99,715	10,000	-	-
University Student Union, CSU Northridge	07/01/13	08/26/13	Purchase of lighter weight event tables and storage cart.	9,804	4,902	-	-
			Purchase of water cart.	1,700	850	-	-
Cal Poly Pomona Foundation, Inc.	07/01/13	08/26/13	Purchase of 360 pairs of shoes from Shoes for Crews and 60 back braces. <i>(Award for back braces only.)</i>	20,400	10,000	1,000	-
Associated Student, CSU Sacramento	07/01/13	08/26/13	Purchase of floor mats, extension cord covers, flammable cabinet and tricycle 3-speed cargo bike.	2,125	1,063	-	-
			Replace and/or purchase of ropes course equipment.	6,840	3,420	-	-
			Swiftwater rescue, Wilderness First Responder, and PCIA Climbing Instruction training.	11,520	5,760	-	-
University Enterprises, Inc., Sacramento State University	07/01/13	08/26/13	Staff Training	1,000	500	-	-
Aztec Shops, LTD., SDSU	07/01/13	08/26/13	Reimbursement of costs for the purchase of a gravity fed ice bin and costs of the trench drain installation.	28,910	10,000	-	-
			Replacement of non skid epoxy coating.	2,700	-	-	-
Cesar Chavez Student Center, SFSU	07/01/13	08/26/13	Purchase of crowd control safety barriers.	15,064	7,532	-	-
Grants awarded under "Pilot" Program							
Cal Poly Pomona Foundation, Inc.	N/A	11/05/12	Purchase of floor replacement.	28,321	10,000	10,000	10,000
The University Corporation, CSU Northridge	N/A	11/05/12	TBD	TBD	10,000	10,000	-
Cal Poly Corporation (San Luis Obispo)	N/A	11/05/12	Creation of custom training to be viewed and completed on a smart phone.	TBD	10,000	10,000	-



CSURMA AORMA RISK REDUCTION INNOVATION MATCHING GRANT INCENTIVE PROGRAM APPLICATION

Per Member Grant Amount: **\$10,000**

Name of Auxiliary Organization:

Associated Students, CSUF, Inc., Titan Recreation

Total anticipated costs for the risk reduction project: \$ 30,000

Description of your proposed risk reduction project:

Currently, our basketball courts do not have padding to protect players who may overrun the court and make contact with the concrete wall around the courts. We would like to purchase wall padding that will go around our gym courts in order to provide this necessary protection and prevent potential injuries to participants in our open gym program times and Intramural programs.

Anticipated start date and completion date of your risk reduction project:

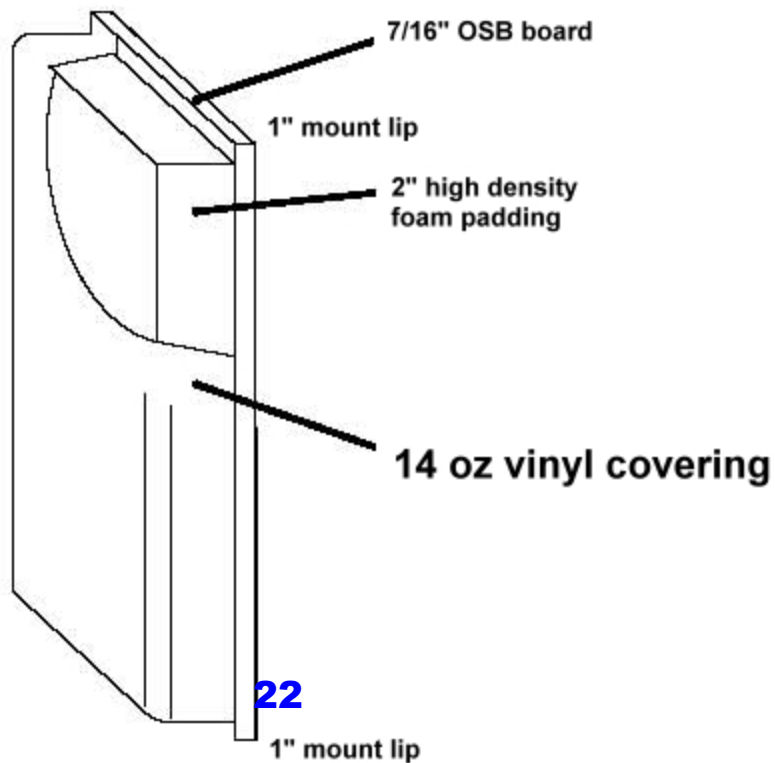
January 2016 with completion prior to the start of our spring semester, January 23rd, 2016

Informational attachments (optional):

See attachments

Please email your completed application to Mimi Long

mlong@alliant.com



CHAMPION MVP VINYL

Champion MVP, the most popular product for the athletic wall pad and mat industry. Champion MVP has a leather grain finish with the necessary FR treatments to meet NFPA-701 / ASTM E-84. This 14 oz. laminate is the user's choice for wall pads due to its ability to endure long term use while maintaining structural integrity and also meets the new national lead free standards put into place by the Consumer Product Safety Improvement Act.

Product Uses and Applications



Floor Mats



Gym Mats



Wall pads

CATEGORY	TEST METHOD	TEST RESULT
Total Weight	FS 5040 / ASTM D3776	14 oz. per square yard
Width		61"
Yarn		Polyester
Count		9 x 9
Denier		1300
Grab Tensile	FT 5100 / ASTM D5034	365 x 348 lbs./in.
Tongue Tear	FT 5134 / ASTM D2261	92 x 83 lbs.
Adhesion	FT 5970 / ASTM D751	28 lbs./in.
F.R. Treatments	CSFM / NFPA-701	PASS
Treatments		Anti-Mildew & U.V.
Finish		Leather
Putup		75 yards

CHARACTERISTICS

CLASS "A" RATING to include:

Extremely Strong and Durable

High Tensile and Tear Strength

Anti-Mildew Treatments & U.V. Pigments for Weatherability

Fire Retardant to meet strict codes and ASTM E84 Smoke Density Test

14 OZ VINYL COLOR SAMPLES



Yellow



Light Gold



Orange



Flair Red



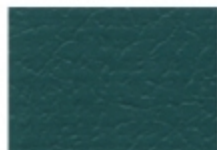
Rich Red



Light Maroon



Dark Maroon



Kelly Green



Forest Green



Sky Blue



Champion Blue



Royal Blue



Navy



Purple



Camel



Black



Galaxy Grey

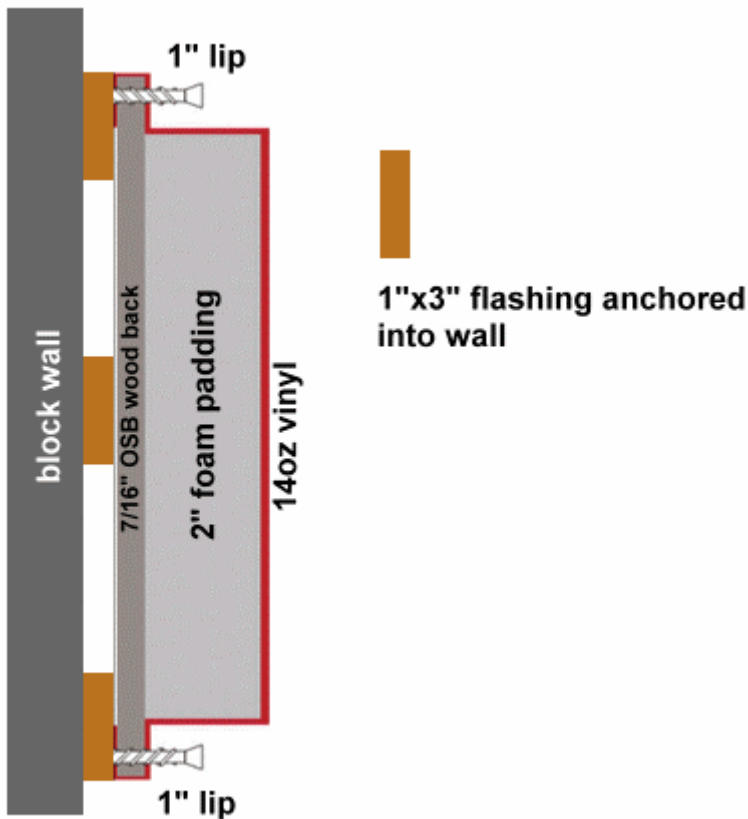


White

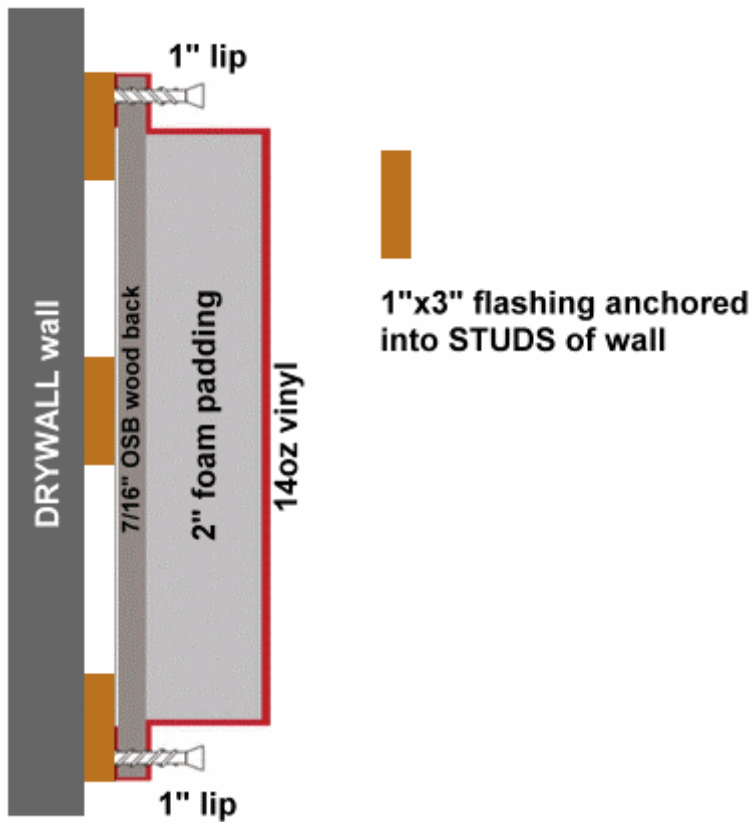
Most people opt to start the panels above the baseboard or even higher, above any outlets (if they aren't too high off the floor). If you can get them 12-14" off the floor you are generally good. You want to cover knees and heads and that gets the panel covering 1-7' on the wall, which covers all players.



Screw directly through 1" nailer lip into your wall every 8-10" for best results. Make sure you use the correct type of screw for your wall material. This process is often more difficult as screwing into your block wall every 8-10" is more difficult than the next option noted below.



Anchor 1"x3" into the wall every 3-4'. With 3/4-1" wood screw, screw directly through 1" nailer lip into 1"x3" flashing every 8-10" for best results. The middle 1"x3" just supports the middle of the panel. **25**



Anchor 1"x3" into the STUDS of your wall. With 3/4-1" wood screw, screw directly through 1" nailer lip into 1"x3" flashing every 8-10" for best results. The middle 1"x3" just supports the middle of the panel.



Screw directly through 1" nailer lip into your wall every 8-10" for best results. Make sure you use the correct type of screw for your wall material.

www.WallPaddingSolutions.com | 877.272.5430 | Tom Nicotera

1" Vinyl Flap top/bottom



NO OSB

1" vinyl flap top/bottom
w/ grommets

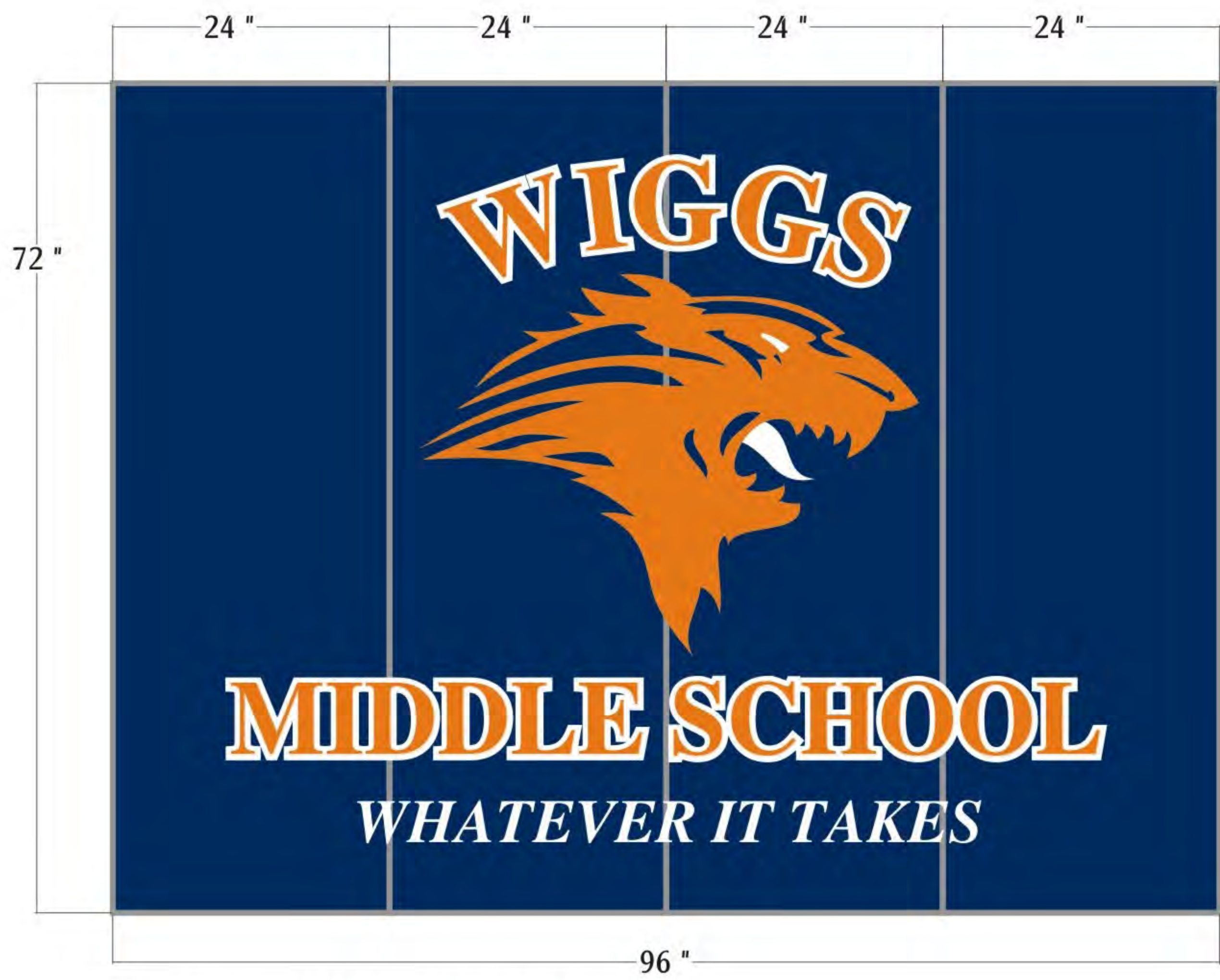
Source 1" aluminum or trim locally.
Sandwich flap/grommet between trim
and wall. Screw through all.

Aluminum is optional.
You can screw right
grommet.

VELCRO top/bottom



Sewn velcro in back of panel.
Other side of velcro provided to
apply to wall.



Wiggs Middle School

File Name: Wiggs MS Cougars - LAYOUT / File Name:

TWO SETS OF THESE PADS (8 total)

"WIGGS" lettering 8" w/ 1/2" white outline / Cougar Logo 33" tall / "MIDDLE SCHOOL" lettering 6" tall w/ 1/2" white outline

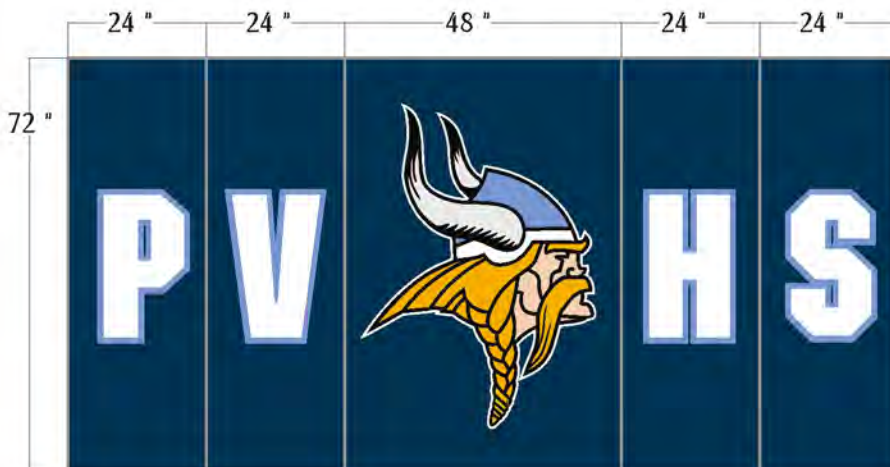
"WHATEVER IT TAKES" 3-1/2" white lettering

Vinyl: Navy Blue / Graphics: Orange and White

66"

66"





PVHS Vikings

File Name: PVHS Vikings - LAYOUT / Folder: Margaret / Date Drawn: 1-17-12
No PMS color specified... only "sky blue"

2 SETS

24"

24"

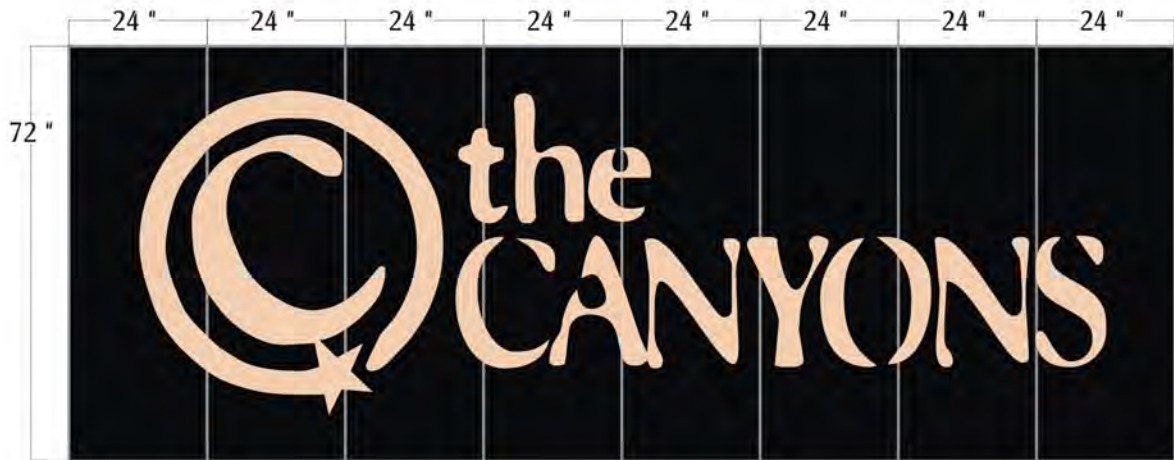
48"

24"

24"

72"





The Canyons

File Name: Canyons - LAYOUT / Folder: Margaret / Date Drawn: 4-10-12

Pads: Black / Graphics: Beige / ALL Digitally Printed

period
fouls | player | fouls |
won | game | won
METRO EAST LUTHERAN HIGH SCHOOL



h e r e

24 "

24 "

24 "

24 "

24 "

24 "

24 "

24 "

72 "

Three Rivers College

THE COMMUNITY COLLEGE OF SOUTHEAST MISSOURI



16'-0 "

33

Three Rivers College

File Name: Three Rivers - LAYOUT / Folder: Margaret / Date Drawn: 9-2-11 / Size Revised: 10-25-11



34

BYRON



EAGLES

BYRON





36

BOOKER T. WASHINGTON HIGH SCHOOL

GOLDEN



EAGLES

EAGLES



CSURMA AORMA RISK REDUCTION INNOVATION MATCHING GRANT INCENTIVE PROGRAM APPLICATION

Per Member Grant Amount: **\$10,000**

Name of Auxiliary Organization:

Fresno State Athletic Corporation

Total anticipated costs for the risk reduction project: **\$ 15,151.00**

Description of your proposed risk reduction project:

Purchase the Sports-O-Zone sanitizing unit for use in the Equipment Room. The Equipment room services 18 Varsity sports and with the purchase of this unit, it will allow them to improve safety and disinfect equipment for all of our sports.

The machine focuses on safety by using Ozone to kill Staphylococcus aureus and has a 99.9% kill rate for MRSA. The ozone works into the cracks and crevasses of the equipment and completely surrounds the equipment making it more effective in killing bacteria than sprays.

This purchase of this machine will allow the Equipment Room attendants to disinfect equipment and clothing more often and effectively. It will elevate the Equipment Room's capability to be more proactive in preventing infections and keeping the student-athletes healthier.

Anticipated start date and completion date of your risk reduction project:

As soon as approved

Informational attachments (optional):

Sport-O-Zone USA sanitizing unit feature overview
YouTube video link describing the machine: <https://www.youtube.com/watch?v=h3wd9X0qeL4>

Please email your completed application to Mimi Long

mlong@alliant.com

Sports-O-Zone USA, LLC

Sanitizing Unit Features

Operating Features: 4201 (see additional models and their features below)

- Patented sanitizing system.
- Limited 2 year warranty
- Plugs into a standard 110v outlet.
- No consumables to purchase.
- Equipment does not get wet.
- Hanging bar for clothing.
- Wire rack.
- Industrial casters for easy movement. Front casters lock to secure machine.
- Cabinet dimensions allow for easy movement through a standard 30" door.
- Overall dimensions: 66" Width, 24" Depth, 46" Tall (add 5" for Industrial Casters & 21" when lid is in open position)
- Exterior is stainless steel.
- Interior is galvanized steel.
- Minimal maintenance
 - Wipe ozone generation unit with soft cloth once yearly.
 - Replace ozone monitor sensor once yearly (one replacement sensor is included with each machine at point of purchase).
 - Removable floor for easy vacuum clean up.
- Push button operation.
- Ozone sanitizing cycle approximately 14 minutes.
- Loading capacity.
 - 25 to 30 youth helmets • 14 to 16 youth shoulder pads
 - 23 to 25 High School/College/Professional football helmets.
 - 12 to 14 High School/College/Professional shoulder pads.

Safety Features: All Models

- Monitoring system controls ozone levels and tracks temperature and humidity levels.
- Electric lock will not release until ozone level is within OSHA limits.
- Illuminated emergency stop button with glow in the dark sign.
 - Shuts off ozone and unlocks the door.
- Ozone shuts off automatically if door is open.
- When the machine is used as directed, it operates within OSHA safety guidelines for ozone.
- GFCI (Ground Fault Circuit Interrupter) plug.
- Component circuit breakers.

Optional Features

- Model 4201A
Same features as 4201 plus two warm air moisture reduction cycles:
 1. 30 minutes warm air followed by an ozone sanitizing cycle.
 2. 60 minutes warm air followed by an ozone sanitizing cycle.
- Model 4202
Same features as 4201 plus vending capability:
 1. Accepts coupons and bills.
 2. U.S. model accepts \$1.00, \$5.00, \$10.00, and \$20.00 denominations.
 3. Canadian model accepts \$1.00, \$5.00, \$10.00, and \$20.00 denominations.
 4. Vend price can be set in \$1.00 increments from \$1.00-\$99.00.
- Model 4203 (Only available in United States)
Same features as 4202 plus wireless credit card reader:
 1. Will accept coupons, bills and/or credit cards.

425 Pine Creek Court, Elkhart, IN 46516 • 877-264-6062

www.sportsozone.com



CSURMA AORMA

POLICY AND PROCEDURE NO. A-6

SUBJECT:	RISK REDUCTION INNOVATION MATCHING GRANT INCENTIVE PROGRAM
ADOPTED:	MAY 9, 2013
EFFECTIVE:	JULY 1, 2013
AMENDED:	SEPTEMBER 12, 2013 MARCH 20, 2014 DECEMBER 4, 2014

PURPOSE:

The Risk Reduction Innovation Matching Grant Program (**Program**) makes funds available to AORMA Members (**Members**). It funds original and inventive training programs, the purchase of cutting edge safety equipment, innovative modernization of the **Member's** premises or any other unique or creative safety related project that may lead to a documentable reduction in claims costs. The purpose of this type of *matching grant program* is to encourage **Members** to enhance existing risk reduction efforts and to inspire ingenious safety ideas that the other **Members** may employ.

POLICY:

1. Annually, the following activities will be completed
 - a. The Member Services, Loss Control and Training Committee (**MSLCTC**) will propose to the AORMA Committee a budget amount for the **Program**.
 - b. The **MSLCTC** will approve the maximum grant amount.
 - c. The **MSLCTC** along with the Program Administrator will review the grant applications, and if found to be appropriate and consistent with the purpose of the **Program** may be approved by the **MSLCTC**.
2. To access funds under the **Program**, the **Member**, must complete the grant application which is located on the CSURMA website and will include the following information;
 - a. A description of the proposed risk reduction project
 - b. The anticipated timeline for completion of the risk reduction project.
 - c. An estimate of the total costs for the proposed risk reduction project.
3. The **Member** will be expected to complete the proposed risk reduction project within the timeline provided within the grant application. Upon review, the **MSLCTC** may rescind the

grant if the **Member** has not started, or completed, the risk reduction project within the timeframe proposed.

4. Fifty percent (50%) of the **Member's** risk reduction project costs (up to the maximum grant amount approved for that **Member**) will be reimbursed under the **Program**. The **Member** will submit to the **MSLCTC** the final paid receipt to be used to calculate the **Program** reimbursement amount.
5. After the grant funds are utilized, the **Member** will provide a brief report providing information that will assist the **MSLCTC** in monitoring this **Program's** effectiveness and the merits of future **Program** funds.

**DISCUSSION OF OPTION FOR MEMBERS TO RETAIN DIVIDENDS
WITH CSURMA**

ISSUE: Staff has received a request from a Member to discuss the option of members having the ability of keeping their dividends on account with CSURMA to accumulate over time.

RECOMMENDATION: Staff is not recommending this change, but would ask that the Programs Committee discuss this option and provide its feedback.

FISCAL IMPACT: None at this point in time.

BACKGROUND: This idea has been discussed with CSURMA Accounting. Once the dividends are declared, they must be posted as an accounts payable on the financial statement. It would not be ideal from an accounting prospective to have the dividends/account payables sitting on the financial statements for an extended period of time.

PUBLICATION: None at this time.

ATTACHMENT(S): None.

AORMA PROPERTY PROGRAM DEDUCTIBLES

ISSUE: The deductible for the AORMA Property Program was changed effective July 1, 2014 to:

- \$5,000 Per Occurrence (*Personal Property & Business Interruption/Rents*)
- 1% of the Real Property Value (*Real Property*), subject to a minimum of \$5,000 and maximum of \$50,000

Auxiliary Organizations own very few buildings with values in excess of \$10,000,000. Staff recommends applying a specific dollar amount deductible based on the building's value.

The following revised real property deductible amounts are proposed:

Real Property - Proposed Deductible Schedule			
Building Value		# of bldgs	Deductible
Less than	5,000,000	451	5,000
5,000,001	10,000,000		5,000
10,000,001	20,000,000	16	10,000
20,000,001	25,000,000		10,000
25,000,001	40,000,000	5	25,000
40,000,001	50,000,000		25,000
50,000,001	60,000,000	4	50,000
60,000,001	70,000,000		50,000
70,000,001	80,000,000		50,000
80,000,001	90,000,000		50,000
90,000,001	100,000,000		50,000
100,000,001	and above		50,000

RECOMMENDATION: Staff recommends that the Programs Committee recommend adoption of the revised real property deductibles, retrospectively to July 1, 2014, to the AORMA Committee. If the Programs Committee approves the deductible change, Staff also recommends adjusting the deductibles paid by Members for losses to Real Property within FY 14/15 and FY 15/16.

FISCAL IMPACT: The AORMA Property Program has an aggregate pooled layer limit of \$250,000. Every year, with the exception of FY 12/13, the aggregate pooled layer limit is exhausted by claim payments.

Only one real property claim was paid within the FY 14/15 and FY 15/16 terms that requires adjustment – Spartan Shops incurred a deductible charge of \$13,535.76. The revised deductible formula would result in a \$5,000 deductible. Therefore, Staff is recommending that \$8,536 be returned to Spartan Shops. At December 31, 2015, the AORMA property program had a fund balance of \$1,823,484.

BACKGROUND: Even though Members were notified of the deductible change, some Members with high valued buildings were unfortunately surprised by the deductible increase. By adopting this deductible structure, Staff can individually contact those Auxiliary Organizations that own buildings with values in excess of \$10,000,000 and inform them of its real property deductible.

PUBLICATION: The revised Property Program memorandum of coverage will be uploaded to the CSURMA website.

ATTACHMENT(S):

- a. Property Program memorandum of coverage (with redline and strikeout)
- b. List of Auxiliary Organization's real property



**CALIFORNIA STATE UNIVERSITY RISK MANAGEMENT AUTHORITY
 AUXILIARY ORGANIZATIONS RISK MANAGEMENT ALLIANCE
 PROPERTY PROGRAM**

MEMORANDUM OF COVERAGE

DECLARATIONS

Item 1: Member

See the **Member** listing attached.

The AORMA Group Purchase Property Program agrees with the Named Member, in consideration of the payment of premium and in reliance upon statements in the Declarations and subject to the limits of liability, exclusions, conditions, and other terms of this memorandum, to provide the coverage as stated in this memorandum.

Item 2: Coverage Period:

July 1, 2016 to July 1, 2017

Item 3: Limits of Liability:

- 1. Per Occurrence: \$100,000
- 2. Annual Aggregate for all Member losses paid within the Coverage Period \$250,000

Item 4: Member Deductibles:

- 1. **Per Pollution Condition or Indoor Environmental Condition** **\$50,000**
 - 2. Flood Coverage (all Zones except A & V): \$100,000 - per occurrence
 - 3. Flood Coverage (Zones A & V): \$250,000 - each occurrence
 - 4. All Other Covered Perils (Personal Property and Business Interruption / Loss of Rents) \$5,000
 - 5. All Other Covered Perils (Real Property) ~~1% of the Real Property Value;~~
 subject to minimum of \$5,000
 and maximum of \$50,000
- | | |
|---|----------|
| Buildings with values of \$10,000,000 and less | \$5,000 |
| Buildings with values between \$10,000,001 and \$25,000,000 | \$10,000 |
| Buildings with values between \$25,000,001 and \$50,000,000 | \$25,000 |
| Buildings with values of \$50,000,001 or more | \$50,000 |

If two or more of the deductible amounts noted above on ~~provided in~~ this Declarations Page apply for a single occurrence, the total to be deducted shall not exceed the largest per occurrence deductible amount applicable. This deductible statement does not apply to the Cyber Liability deductible noted below.

6. Cyber ~~Theft~~ Liability Coverage (for all Members) \$25,000 – per occurrence

Item 5: Claims Administrator:

In the event of loss or damage insured against under this Memorandum of Coverage, the Named Member shall give notice of such loss to;

McLaren’s Young
Attn: Cathryn O’Meara
cathryn.omeara@mclarensyoung.com
949-757-1413 – Telephone
949-757-1692 – Facsimile

And:

CSURMA AORMA Claims Administrator c/o Alliant Insurance Services, Inc.
100 Pine Street, 11th Floor
San Francisco, CA 94111-5101

Michelle Maffei
mmaffei@alliant.com
415-403-1418 - Telephone

Martin Fox-Foster
martin.fox-foster@alliant.com
415-403-1417 - Telephone

Elaine Kim
ekim@alliant.com
415-403-1458 - Telephone

After hours reporting:

Robert Frey
rfrey@alliant.com
415-403-1445 – Telephone
415-518-8490 – Cell Phone



California State University Risk Management Authority
Auxiliary Organizations Risk Management Alliance

To be valid, this agreement must be signed by our Program Administrator.

Authorized Signature

Item 1: Member

Member Listing

Campus		Auxiliary Organization
1	Bakersfield	Associated Students, California State University, Bakersfield, Inc.
2	Bakersfield	California State University, Bakersfield Auxiliary for Sponsored Programs and Administration
3	Bakersfield	California State University, Bakersfield Foundation
4	Bakersfield	California State University, Bakersfield Student Union, Inc.
5	Chancellor's Office	California State University Foundation
6	Chancellor's Office	California State University Institute
7	Channel Islands	Associated Students of California State University, Channel Islands, Inc.
8	Channel Islands	California State University Channel Islands Foundation
9	Channel Islands	University Glen Corporation
10	Chico	Associated Students of California State University, Chico
11	Chico	The CSU, Chico Research Foundation
12	Chico	The University Foundation, California State University, Chico
13	Dominguez Hills	Associated Students, California State University, Dominguez Hills
14	Dominguez Hills	California State University, Dominguez Hills Foundation
15	Dominguez Hills	Donald P. and Katherine B. Loker University Student Union, Incorporated
16	Dominguez Hills	California State University, Dominguez Hills Philanthropic Foundation
17	East Bay	Associated Students, California State University, East Bay
18	East Bay	Cal State East Bay Educational Foundation
19	East Bay	California State University, East Bay Foundation, Inc.
20	Fresno	Associated Students, Inc. of California State University, Fresno
21	Fresno	California State University, Fresno Association, Inc.
22	Fresno	California State University, Fresno Foundation
23	Fresno	Fresno State Programs for Children, Inc.
24	Fresno	The Agricultural Foundation of California State University, Fresno
25	Fresno	The California State University, Fresno Athletic Corporation
26	Fullerton	Associated Students, California State University, Fullerton, Inc.
27	Fullerton	Cal State Fullerton Philanthropic Foundation

Campus		Auxiliary Organization
28	Fullerton	CSU Fullerton Auxiliary Services Corporation
29	Humboldt	Associated Students, Humboldt State University
30	Humboldt	Humboldt State University Advancement Foundation
31	Humboldt	Humboldt State University Center Board of Directors
32	Humboldt	Humboldt State University Sponsored Programs Foundation
33	Long Beach	Associated Students, California State University, Long Beach
34	Long Beach	California State University, Long Beach Research Foundation
35	Long Beach	CSULB 49er Foundation
36	Long Beach	Forty-Niner Shops, Inc., CSU Long Beach
37	Los Angeles	Associated Students, California State University, Los Angeles, Inc.
38	Los Angeles	Cal State L.A. University Auxiliary Services, Inc.
39	Los Angeles	California State University, Los Angeles Foundation
40	Los Angeles	University-Student Union Board, California State University, Los Angeles
41	Maritime Academy	California Maritime Academy Foundation, Inc.
42	Maritime Academy	The Associated Students of the California Maritime Academy
43	Monterey Bay	Foundation of California State University, Monterey Bay
44	Monterey Bay	The University Corporation at Monterey Bay
45	Northridge	Associated Students, California State University, Northridge, Inc.
46	Northridge	California State University, Northridge Foundation
47	Northridge	North Campus University Park Development Corporation
48	Northridge	The University Corporation, CSU Northridge
49	Northridge	University Student Union of California State University, Northridge
50	Pomona	Associated Students Inc., California State Polytechnic University, Pomona
51	Pomona	The Cal Poly Pomona Foundation, Inc.
52	Sacramento	Associated Students of California State University, Sacramento
53	Sacramento	Capital Public Radio, Inc., CSU Sacramento
54	Sacramento	The University Foundation at Sacramento State
55	Sacramento	University Enterprises, Inc., CSU Sacramento
56	Sacramento	University Union Operation of CSUS, Inc.
57	San Bernardino	Associated Students Inc., California State University, San Bernardino
58	San Bernardino	CSUSB Philanthropic Foundation

Campus		Auxiliary Organization
59	San Bernardino	Santos Manuel Student Union of California State University, San Bernardino
60	San Bernardino	University Enterprises Corporation at CSUSB
61	San Diego	Associated Students, San Diego State University
62	San Diego	Aztec Shops, Ltd., San Diego State University
63	San Diego	San Diego State University Research Foundation
64	San Diego	The Campanile Foundation
65	San Francisco	Associated Students, Inc., San Francisco State University
66	San Francisco	San Francisco State University Foundation
67	San Francisco	The University Corporation, San Francisco State
68	San Jose	Associated Student, San Jose State University
69	San Jose	San Jose State University Research Foundation
70	San Jose	Spartan Shops, Inc., San Jose State University
71	San Jose	The Student Union of San Jose State University
72	San Jose	The Tower Foundation, San Jose State University
73	San Luis Obispo	Associated Students, Inc., California Polytechnic State University at San Luis Obispo
74	San Luis Obispo	Cal Poly Corporation
75	San Luis Obispo	California Polytechnic State University Foundation
76	San Marcos	California State University San Marcos Foundation
77	San Marcos	San Marcos University Corporation
78	San Marcos	The Associated Students of California State University, San Marcos
79	San Marcos	University Auxiliary and Research Services Corporation
80	Sonoma	Associated Students of Sonoma State University
81	Sonoma	Sonoma State Enterprises, Inc.
82	Sonoma	Sonoma State University Academic Foundation, Inc.
83	Stanislaus	Associated Students, Inc., California State University, Stanislaus
84	Stanislaus	California State University, Stanislaus Auxiliary and Business Services
85	Stanislaus	California State University, Stanislaus Foundation
86	Stanislaus	University Student Union of California State University, Stanislaus

Member Name	Building Description	Total Real Property
CSU MONTEREY BAY - UNIVERSTIY CORPORATION	SCHOONOVER PARK FACULTY/STAFF HOUSING	154,894,151
CSU MONTEREY BAY - UNIVERSTIY CORPORATION	FREDERICK PARK STUDENT HOUSING	139,274,474
CSU FRESNO - ASSOCIATION	SAVE MART CENTER	128,814,338
CSU FULLERTON - AUXILIARY SERVICES CORP.	FOUNDATION BUILDING - COLLEGE PARK	50,450,000
	Total	4
CSU MONTEREY BAY - UNIVERSTIY CORPORATION	STUDENT RESIDENTIAL HALLS	45,405,000
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC,	FOLSOM HALL -- UNIVERSITY ENTERPRISES	40,365,523
SAN DIEGO STATE UNIVERSITY - AZTEC SHOPS	UNIVERSITY TOWERS	33,274,471
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION	GATEWAY CENTER	28,548,852
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC,	MODOC HALL -- UNIVERSITY ENTERPRISES	25,368,604
	Total	5
SAN DIEGO STATE UNIVERSITY - AZTEC SHOPS	ALBERT'S APARTMENTS/16 COMPLEXES	23,043,817
CSU FRESNO - AGRICULTURAL FOUNDATION	JORDAN RESEARCH CENTER	22,298,900
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC,	COMMERCIAL SPACE AND STUDENT HOUSING	19,576,376
CSU FULLERTON - AUXILIARY SERVICES CORP.	WESTERN STATES LAW SCHOOL BUILDING	18,979,795
CSU LONG BEACH - RESEARCH FOUNDATION	FOUNDATION OFFICE	17,238,684
SAN DIEGO STATE UNIVERSITY - AZTEC SHOPS	FRATERNITY ROW APARTMENT COMPLEX	17,199,101
CSU MONTEREY BAY - UNIVERSTIY CORPORATION	Residence Apartments 303	16,013,493
CSU MONTEREY BAY - UNIVERSTIY CORPORATION	Residence Apartments 302	15,708,564
CSU FULLERTON - AUXILIARY SERVICES CORP.	ADMINISTRATIVE OFFICE	15,448,295
CSU FULLERTON - AUXILIARY SERVICES CORP.	ADMINISTRATIVE OFFICE	15,448,295
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC,	PLACER HALL (USGS) -- UNIVERSITY ENTERPRISES	14,409,191
SAN DIEGO STATE UNIVERSITY - AZTEC SHOPS	STUDENT HOUSING W/PARKING GARAGE	13,697,488
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION		13,599,323
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC,	DEL NORTE HALL -- UNIVERSITY ENTERPRISES	11,949,930
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION	OFF,SHPNG/RCVNG	11,478,904
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION	OFFICE	11,311,116
	Total	16
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC,	NAPA HALL -- UNIVERSITY ENTERPRISES	9,826,177
CSU MONTEREY BAY - UNIVERSTIY CORPORATION	University Corporation-Bldg 201	9,377,233
CSU MONTEREY BAY - UNIVERSTIY CORPORATION	Residence Apartments 301	9,129,227
CSU EAST BAY - FOUNDATION	BOOKSTORE & WAREHOUSE	8,862,213
CSU LONG BEACH - FORTY NINER SHOPS	BOOKSTORE, OFFICES, WAREHOUSE	8,532,452
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION	2-STORY FRAME STUCCO OFFICE	8,384,382
CSU LONG BEACH - RESEARCH FOUNDATION	CAFETERIA/DINING HALL	7,872,297
CSU FRESNO - ASSOCIATION	HOMAN HALL	7,821,406
CSU FRESNO - ASSOCIATION	BAKER HALL	7,815,482
CSU FRESNO - ASSOCIATION	GRAVES HALL	7,815,482
CSU MONTEREY BAY - UNIVERSTIY CORPORATION	Residence Hall 208	7,655,683
CSU MONTEREY BAY - UNIVERSTIY CORPORATION	Residence Hall 211	7,499,978
SAN DIEGO STATE UNIVERSITY - AZTEC SHOPS	AZTEC SHOPS BOOKSTORE	7,465,697
CSU LONG BEACH - RESEARCH FOUNDATION	DORM/PACIFIC WING	7,432,941
CSU LONG BEACH - RESEARCH FOUNDATION	DORM/BEACH WING	7,432,941
CSU NORTHRIDGE - UNIVERSITY CORPORATION	PUBLIC SAFETY BUILDING	7,019,983
CSU SAN MARCOS - UNIV AUXILIARY & RESEARCH SERVIC		6,950,193
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION	OFF, COMM & Prking	6,684,706
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION	2-STORY FRAME STUCCO OFFICE	6,253,255
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		5,870,352

Member Name	Building Description	Total Real Property
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION	COMMERCIAL	5,696,965
HUMBOLDT STATE UNIVERSITY - ADVANCEMENT FOUNDATION	ADMINISTRATION OFFICE	5,662,763
SAN DIEGO STATE UNIVERSITY - AZTEC SHOPS	APT BLDGS / 25 UNITS W TUCK UNDER PARKING	5,169,068
SAN DIEGO STATE UNIVERSITY - AZTEC SHOPS	UNIVERSITY TOWERS DINING SERVICES	4,982,376
CSU MONTEREY BAY - UNIVERSITY CORPORATION	CYPRESS HALL	4,899,942
CSU MONTEREY BAY - UNIVERSITY CORPORATION	ASILOMAR HALL	4,899,942
CSU MONTEREY BAY - UNIVERSITY CORPORATION	WILLET HALL	4,899,942
CSU MONTEREY BAY - UNIVERSITY CORPORATION	MANZANITA HALL	4,899,942
CSU MONTEREY BAY - UNIVERSITY CORPORATION	YARROW HALL	4,899,942
CSU FRESNO - ATHLETIC CORPORATION	BULLDOG DIAMOND STADIUM	4,696,047
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	Bldg #83	4,693,205
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION	2-STORY FRAME STUCCO OFFICE	4,619,167
CSU FRESNO - ATHLETIC CORPORATION		4,600,811
CSU SACRAMENTO - CAPITAL PUBLIC RADIO	Office	4,531,680
SAN DIEGO STATE UNIVERSITY - AZTEC SHOPS	RESIDENTIAL AND RETAIL / THE DEN BY DENNY'S	4,469,816
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION	MEDICAL OFFICE W/ PARKING BASEMENT	4,466,333
SAN DIEGO STATE UNIVERSITY - ASSOCIATED STUDENTS	SDSU CHILDREN'S CENTER	4,303,699
CSU LONG BEACH - FORTY NINER SHOPS	OUTPOST GRILL AND CONVENIENCE STORE (OP)	4,172,399
CSU FRESNO - ASSOCIATION	SYCAMORE HALL	4,074,101
CSU FRESNO - ASSOCIATION	SEQUOIA / CEDAR HALL	3,950,937
CSU FRESNO - ASSOCIATION	ASPEN / PONDEROSA HALL	3,950,892
SAN JOSE STATE UNIVERSITY - RESEARCH FOUNDATION	INTERNATIONAL CENTER	3,916,027
CSU FRESNO - ASSOCIATION	BIRCH HALL	3,734,593
CSU FRESNO - ASSOCIATION	THE ATRIUM	3,734,593
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION	2-STORY FRAME STUCCO OFFICE	3,640,514
HUMBOLDT STATE UNIVERSITY - ADVANCEMENT FOUNDATION	ANNEX	3,397,656
SAN DIEGO STATE UNIVERSITY - ASSOCIATED STUDENTS	MISSION BAY AQUATIC CENTER	3,326,554
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION		3,316,522
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION	MULTI-TENANT OFFICE BUILDING	3,173,120
CSU MONTEREY BAY - UNIVERSITY CORPORATION	STEINBECK CENTER	3,006,775
SAN DIEGO STATE UNIVERSITY - AZTEC SHOPS	MIXED EDUCATION OVER RETAIL	2,917,016
CSU SAN BERNARDINO - UNIVERSITY ENTERPRISES CORPORATION	COYOTE BOOKSTORE	2,826,017
CSU CHICO - RESEARCH FOUNDATION		2,801,926
SAN FRANCISCO STATE UNIVERSITY - ASSOCIATED STUDENTS	Child Care center	2,770,670
CSU CHICO - RESEARCH FOUNDATION	OFFICE BUILDING	2,628,566
CSU NORTHRIDGE - UNIVERSITY CORPORATION		2,623,400
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	FOUNDATION ADMINISTRATION	2,541,447
CSU NORTHRIDGE - ASSOCIATED STUDENTS, INC	CHILDREN'S CENTER	2,476,434
SAN DIEGO STATE UNIVERSITY - AZTEC SHOPS	AZTEC SHOPS - BRAWLEY PROJECT	2,253,779
CSU NORTHRIDGE - UNIVERSITY CORPORATION	SATELLITE STUDENT UNION	2,192,438
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION	2-STORY FRAME STUCCO OFFICE	2,160,822
CSU FRESNO - ATHLETIC CORPORATION		2,156,809
SAN JOSE STATE UNIVERSITY - ASSOCIATED STUDENTS, INC	UNIVERSITY HOUSE	1,947,991
CSU SACRAMENTO - ASSOCIATED STUDENTS, INC	OFFICE/CLASSROOMS	1,947,029
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC,	WAREHOUSE	1,946,856
SAN JOSE STATE UNIVERSITY - ASSOCIATED STUDENTS, INC	ASSOCIATED STUDENTS CHILD CARE CENTER	1,925,338
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION		1,783,852
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION		1,783,852
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	CAMPUS BUILDING #24	1,755,455
CPSU SAN LUIS OBSIPO - ASSOCIATED STUDENTS, INC	Children's day care center Bldg #133	1,718,466
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC,	JULIA MORGAN HOUSE & GARDENS	1,710,154
CSU SAN BERNARDINO - UNIVERSITY ENTERPRISES CORPORATION	COYOTE BOOKSTORE	1,679,531
SAN DIEGO STATE UNIVERSITY - AZTEC SHOPS	KB BOOKS / DOMINO'S PIZZA RESTAURANT	1,649,703
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION	LAND-OWNED/LEASED WITH HOUSES, PUMPS, ORCHARD	1,649,703
SAN DIEGO STATE UNIVERSITY - AZTEC SHOPS	RESIDENTIAL HOUSE	1,647,818
CSU FRESNO - ASSOCIATION	AUXILIARY SERVICES BUILDING	1,642,202

Member Name	Building Description	Total Real Property
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION	1-STORY STEEL OFFICE W/ PERMANENTLY ATTACHED ANI	1,622,207
SAN DIEGO STATE UNIVERSITY - AZTEC SHOPS	AZTEC MARKET (40808) & STARBUCKS (40428)	1,614,400
CSU LONG BEACH - RESEARCH FOUNDATION	TECHNOLOGY PARK PROJECT	1,603,695
CSU SAN BERNARDINO - UNIVERSITY ENTERPRISES CORPO	FOUNDATION BUILDING	1,530,646
CSU SAN MARCOS - UNIV AUXILIARY & RESEARCH SERVIC		1,493,335
SAN JOSE STATE UNIVERSITY - RESEARCH FOUNDATION	EL NORTE	1,487,040
SAN JOSE STATE UNIVERSITY - SPARTAN SHOPS, INC.	SPRAGUE HOUSE	1,365,758
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	CAMPUS BUILDING #82	1,352,525
CSPU POMONA - FOUNDATION		1,245,751
CSU MONTEREY BAY - UNIVERSTIY CORPORATION	BUILDING 91	1,234,482
CSU FRESNO - ASSOCIATION	AUXILIARY SERVICES BUILDING	1,206,168
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION	2-STORY RESIDENCE	1,204,338
CSU FULLERTON - AUXILIARY SERVICES CORP.		1,171,372
SAN JOSE STATE UNIVERSITY - SPARTAN SHOPS, INC.	DINING COMMONS	1,058,724
CPSU SAN LUIS OBISPO - ASSOCIATED STUDENTS, INC		1,033,092
CSU CHICO - ASSOCIATED STUDENTS	BUTTE STATION	1,009,000
CSU SAN BERNARDINO - UNIVERSITY ENTERPRISES CORPO	OTTC BUILDING	968,995
SAN JOSE STATE UNIVERSITY - RESEARCH FOUNDATION	LAUNCH RAMP/ BULKHEAD/ FLOATING DOCK	962,670
CSU SACRAMENTO - ASSOCIATED STUDENTS, INC	ADMINISTRATION	906,043
SAN JOSE STATE UNIVERSITY - SPARTAN SHOPS, INC.	HISTORICAL HOMES	899,915
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION		892,514
SONOMA STATE UNIVERSITY - ENTERPRISES		890,185
CSU NORTHRIDGE - UNIVERSITY CORPORATION		861,897
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	BUILDING #65	849,415
SAN DIEGO STATE UNIVERSITY - AZTEC SHOPS	AZTEC MARKET 801	848,586
SAN JOSE STATE UNIVERSITY - SPARTAN SHOPS, INC.	LIBRARY CAFE	843,378
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION	2-STORY FRAME STUCCO OFFICE	813,844
SAN DIEGO STATE UNIVERSITY - ASSOCIATED STUDENTS	ARENA MEETING CENTER / SAC CLASSROOM	798,634
CSU NORTHRIDGE - UNIVERSITY CORPORATION	ARBOR GRILL	737,307
CSU FULLERTON - AUXILIARY SERVICES CORP.	UNIVERSITY GABLES - COMMON AREAS	705,540
CSU LONG BEACH - RESEARCH FOUNDATION	ADMIN OFFICES	699,742
CSU MONTEREY BAY - UNIVERSTIY CORPORATION	RADIO STATION	697,938
CSU CHICO - RESEARCH FOUNDATION	RESEARCH STATION	681,440
CSU NORTHRIDGE - UNIVERSITY CORPORATION	SINGLE FAMILY RESIDENCE	657,642
SAN DIEGO STATE UNIVERSITY - ASSOCIATED STUDENTS	SCRIPPS COTTAGE	631,907
SAN DIEGO STATE UNIVERSITY - ASSOCIATED STUDENTS	STUDENT UNION (CALEXICO CAMPUS)	623,570
CSU FULLERTON - AUXILIARY SERVICES CORP.		617,932
CSU NORTHRIDGE - UNIVERSITY CORPORATION	SINGLE FAMILY RESIDENCE	617,714
SAN JOSE STATE UNIVERSITY - RESEARCH FOUNDATION	OLD FIRE STATION	596,855
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION		587,238
CSU SACRAMENTO - ASSOCIATED STUDENTS, INC	BOATHOUSE NORTH	586,661
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	CAMPUS BUILDING #112	575,637
CSPU POMONA - FOUNDATION	NEUTRA HOUSE	567,598
CSU FRESNO - ATHLETIC CORPORATION		566,704
SAN DIEGO STATE UNIVERSITY - ASSOCIATED STUDENTS	FREEWAY SIGN	555,938
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION		547,929
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION	1-STORY FRAME STUCCO MERCANTILE	543,461
HUMBOLDT STATE UNIVERSITY - SPONSORED PROGRAMS		534,793
SAN JOSE STATE UNIVERSITY - SPARTAN SHOPS, INC.	HISTORICAL HOMES	534,655
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		531,174
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		531,174
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		531,174
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		531,174
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		531,174
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		531,174
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		531,174

Member Name	Building Description	Total Real Property
SAN JOSE STATE UNIVERSITY - SPARTAN SHOPS, INC.	HISTORICAL HOMES	529,362
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		528,599
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		528,599
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		527,318
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		527,318
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		527,318
CSU NORTHRIDGE - UNIVERSITY CORPORATION	SINGLE FAMILY RESIDENCE	522,591
SAN DIEGO STATE UNIVERSITY - AZTEC SHOPS	2 STORY HOUSE -- STUDENT HOUSING	516,706
SAN JOSE STATE UNIVERSITY - SPARTAN SHOPS, INC.	HISTORICAL HOMES	508,187
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION	RESIDENTIAL CONDO	504,500
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		502,288
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		502,288
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION		499,455
SONOMA STATE UNIVERSITY - ENTERPRISES		499,413
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		498,641
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		498,641
SAN DIEGO STATE UNIVERSITY - AZTEC SHOPS	2 STORY HOUSE -- STUDENT HOUSING	497,592
CPSU SAN LUIS OBSIPO - ASSOCIATED STUDENTS, INC	BUILDING #43	488,585
CSU SACRAMENTO - ASSOCIATED STUDENTS, INC	CLASSROOMS	482,292
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION		469,185
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION		464,140
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		451,140
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		451,140
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		451,140
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		451,140
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		451,140
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		451,140
HUMBOLDT STATE UNIVERSITY - ADVANCEMENT FOUNDATION	NATURAL HISTORY MUSEUM	451,091
SAN DIEGO STATE UNIVERSITY - AZTEC SHOPS	REMINGTON HOUSE	439,855
SONOMA STATE UNIVERSITY - ENTERPRISES		436,753
SAN DIEGO STATE UNIVERSITY - ASSOCIATED STUDENTS	OPEN AIR THEATER HOSPITALITY HOUSE	435,074
CSU DOMINGUEZ HILLS - FOUNDATION	TOWNHOME LEASED TO FACULTY /TAFF	433,239
CSU NORTHRIDGE - UNIVERSITY CORPORATION	SINGLE FAMILY RESIDENCE	433,181
SAN DIEGO STATE UNIVERSITY - AZTEC SHOPS	HEWLETT HOUSE I	430,370
SAN DIEGO STATE UNIVERSITY - AZTEC SHOPS	HEWLETT HOUSE II	430,370
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		425,013
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		425,013
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		425,013
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		425,013
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		425,013
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		425,013
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		421,927
CSU MONTEREY BAY - UNIVERSTIY CORPORATION		421,927
HUMBOLDT STATE UNIVERSITY - SPONSORED PROGRAMS		401,097
HUMBOLDT STATE UNIVERSITY - SPONSORED PROGRAMS	TURNER HOUSE	401,097
CSU SAN BERNARDINO - STUDENT UNION	STUDENT UNION LOUNGE	400,998
CSU CHICO - RESEARCH FOUNDATION		391,497
SAN DIEGO STATE UNIVERSITY - AZTEC SHOPS	2 STORY - ONE OF 9 BLDGS IN CONDOMINIUM PROJECT	381,058
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION		380,518
SAN DIEGO STATE UNIVERSITY - RESEARCH FOUNDATION	PROPERTY LOTS 82-84	375,142
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	RESIDENTIAL FOR EXTENDED STAY VISITING FACULTY	367,760
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	RESIDENTIAL RENTAL UNIT	365,039
CSU LONG BEACH - ASSOCIATED STUDENTS, INC	SOROPTOMISTS HOUSE	352,520
CSU FRESNO - ATHLETIC CORPORATION		344,884
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC,		343,060
CSU FRESNO - ATHLETIC CORPORATION		337,298

Member Name	Building Description	Total Real Property
CSU FULLERTON - AUXILIARY SERVICES CORP.	UNIVERSITY GABLES - DWELLING	145,213
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	BUILDING #70 AND BUILDING #35	143,462
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	HORSE UNIT	143,418
CSU SACRAMENTO - ASSOCIATED STUDENTS, INC	BOAT HOUSE SOUTH	139,305
CSU FULLERTON - AUXILIARY SERVICES CORP.	UNIVERSITY GABLES - DWELLING	136,090
CSU FULLERTON - AUXILIARY SERVICES CORP.	UNIVERSITY GABLES - DWELLING	136,090
CSU FULLERTON - AUXILIARY SERVICES CORP.	UNIVERSITY GABLES - DWELLING	136,090
CSU FULLERTON - AUXILIARY SERVICES CORP.	UNIVERSITY GABLES - DWELLING	136,090
CSU FULLERTON - AUXILIARY SERVICES CORP.	UNIVERSITY GABLES - DWELLING	136,090
CSU FULLERTON - AUXILIARY SERVICES CORP.	UNIVERSITY GABLES - DWELLING	136,090
CSU FULLERTON - AUXILIARY SERVICES CORP.	UNIVERSITY GABLES - DWELLING	136,090
SAN JOSE STATE UNIVERSITY - RESEARCH FOUNDATION	DOCK W/SLIPS	131,834
SAN DIEGO STATE UNIVERSITY - AZTEC SHOPS	RETAIL CONVENIENCE STORE	125,988
CSPU POMONA - FOUNDATION	BUILDING 86	125,832
CSPU POMONA - FOUNDATION	SPARDA ORCHARD (51 ACRES)	121,563
CSU CHICO - RESEARCH FOUNDATION		118,929
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	CARETAKER HOME	112,729
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	RED HOUSE OFFICE	109,099
CSU BAKERSFIELD - AUXILIARY FOR SPONSORED PROGRA	ROOM 4	106,519
CSU BAKERSFIELD - AUXILIARY FOR SPONSORED PROGRA	ROOM 5	106,519
CSU NORTHRIDGE - UNIVERSITY CORPORATION		106,439
CSU NORTHRIDGE - UNIVERSITY CORPORATION		100,900
SAN FRANCISCO STATE UNIVERSITY - THE UNIVERSITY CO	DINING CABIN	100,000
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	ROUNDHOUSE	93,589
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	LEASEHOLD IMPROVEMENTS	92,253
CSU SAN BERNARDINO - UNIVERSITY ENTERPRISES CORPO	2 MODULAR BUILDINGS	91,096
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC,	DINING SVS OFFICES	70,793
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	MOBILE HOME	67,511
SONOMA STATE UNIVERSITY - ENTERPRISES		66,720
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	RESIDENTIAL RENTAL UNIT	60,386
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	RESIDENTIAL RENTAL UNIT	60,386
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	RESIDENTIAL RENTAL UNIT	60,386
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	RESIDENTIAL RENTAL UNIT	60,386
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	RED HOUSE/LABOR CAMP	58,160
SAN JOSE STATE UNIVERSITY - RESEARCH FOUNDATION	STORAGE #1	58,008
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	STAUBB HOUSE	57,244
SAN JOSE STATE UNIVERSITY - SPARTAN SHOPS, INC.		57,161
CSU FULLERTON - AUXILIARY SERVICES CORP.	UNIVERSITY GABLES - SWIMMING POOL/CLUB HOUSE	56,260
SAN JOSE STATE UNIVERSITY - SPARTAN SHOPS, INC.		55,000
SAN JOSE STATE UNIVERSITY - SPARTAN SHOPS, INC.	LEASED	54,117
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	MOBILE HOME - FLEETWOOD	52,467
SAN JOSE STATE UNIVERSITY - SPARTAN SHOPS, INC.		51,494
SAN JOSE STATE UNIVERSITY - RESEARCH FOUNDATION	CARETAKER'S RESIDENCE	50,716
SAN FRANCISCO STATE UNIVERSITY - THE UNIVERSITY CO	DIRECTORS CABIN	50,000
SAN FRANCISCO STATE UNIVERSITY - THE UNIVERSITY CO	GUEST CABIN	50,000
SAN FRANCISCO STATE UNIVERSITY - THE UNIVERSITY CO	TEN SHOWER HOUSES	50,000
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	TOPANGO'S	42,919
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION		42,225
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	BUNK HOUSE	40,644
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	FEEDMILL UNIT	40,111
SAN JOSE STATE UNIVERSITY - RESEARCH FOUNDATION	STORAGE #2	40,015
CSU SACRAMENTO - CAPITAL PUBLIC RADIO	ELECTRONIC COMMUNICATIONS SITE	36,047
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	CABIN - RICARDO	33,425
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC,	RFC ANNEX	32,202
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC,		31,323

Member Name	Building Description	Total Real Property
CSU FULLERTON - AUXILIARY SERVICES CORP.		28,734
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	GREENHOUSE	28,454
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	BARN	27,274
HUMBOLDT STATE UNIVERSITY - SPONSORED PROGRAMS		26,739
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	MACHINE SHOP	26,739
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC.	UNION CONVENIENCE STORE	23,389
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	BARN - RAILROAD CAR	21,393
SAN JOSE STATE UNIVERSITY - SPARTAN SHOPS, INC.	MACQUARRIE HALL	19,702
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC.		18,514
CSU FULLERTON - AUXILIARY SERVICES CORP.	EDUCATIONAL CLASSROOM	16,497
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	CABIN - GEORGE	13,370
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC.		13,281
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION		12,494
CSU SACRAMENTO - CAPITAL PUBLIC RADIO	ELECTRONIC COMMUNICATIONS FACILITY	12,358
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC.		10,539
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	CHEESE HOUSE	10,028
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	AUXILIARY STRUCTURE	10,028
SONOMA STATE UNIVERSITY - ENTERPRISES		9,410
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC.		9,398
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC.	TOGOS	9,147
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC.		9,147
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC.		7,797
SAN JOSE STATE UNIVERSITY - RESEARCH FOUNDATION	STORAGE CONTAINER #1	6,204
SAN JOSE STATE UNIVERSITY - RESEARCH FOUNDATION	STORAGE CONTAINER #2	6,204
SAN JOSE STATE UNIVERSITY - RESEARCH FOUNDATION	STORAGE CONTAINER #3	6,204
SAN JOSE STATE UNIVERSITY - RESEARCH FOUNDATION	STORAGE CONTAINER #4	6,204
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC.	PANDA EXPRESS	5,807
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC.		5,457
SAN JOSE STATE UNIVERSITY - RESEARCH FOUNDATION	STORAGE SHED #2	5,427
SAN JOSE STATE UNIVERSITY - RESEARCH FOUNDATION	STORAGE SHED #3	4,652
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC.	HIRAKU SUSHI	4,270
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC.		3,897
SAN JOSE STATE UNIVERSITY - RESEARCH FOUNDATION	STORAGE SHED #1	3,567
SAN JOSE STATE UNIVERSITY - RESEARCH FOUNDATION	STORAGE SHED #4	3,567
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	SWINE UNIT	3,477
CSU SACRAMENTO - UNIVERSITY ENTERPRISES, INC.		2,924
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	CROP SCIENCE STORAGE SHED	2,080
CPSU SAN LUIS OBSIPO - CAL POLY CORPORATION	STORAGE SHED	2,006
CSU SACRAMENTO - CAPITAL PUBLIC RADIO	ELECTRONIC COMMUNICATIONS BUILDING	1,545
	Total	451

**CRIME PROGRAM
AMENDMENTS TO THE AORMA MEMORANDUM OF COVERAGE**

ISSUE: ERISA requires all employee benefit plans to be bonded for at least 10% of the plan assets subject to a minimum bond amount \$1,000 and a maximum bond amount of \$500,000. The current AORMA Crime Program provides a limit of \$2,000,000 which well exceeds the ERISA bonding requirement.

The AORMA Crime Program currently includes a \$5,000 per occurrence deductible. ERISA requires the bond to insure the plans for the first dollar of the loss. The AORMA memorandum of coverage is currently silent with regard to the ERISA required bond coverage as well as the \$0 deductible. The excess crime policy specifically adds coverage for the employee benefit plans. In order to clarify that the AORMA Crime Program does comply with the ERISA bonding requirement, the AORMA Crime Program memorandum of coverage has been amended as follows:

Item 3: Limits of Liability:

- 1. Per Occurrence - including coverage required by ERISA to protect employee benefit plans):\$25,000
- 2. Annual Aggregate for all Member losses paid within the Coverage Period\$100,000

Item 4: Deductible:

- 1. Per Occurrence:.....\$5,000
- 2. Per Occurrence – coverage required by ERISA to protect employee benefit plans:\$0

RECOMMENDATION: Staff recommends that the Programs Committee recommend approval to the AORMA Committee of the amendments to the FY 16/17 the Crime Program memorandum of coverage as well as the MOCs for prior years.

FISCAL IMPACT: None.

BACKGROUND: None.

PUBLICATION: The revised memorandum of coverage will be uploaded to the CSURMA website.

ATTACHMENT(S):

- a. AORMA Crime Program MOC Declarations Page (with redline and strikeout)
- b. Excess Crime Policy



**CALIFORNIA STATE UNIVERSITY RISK MANAGEMENT AUTHORITY
AUXILIARY ORGANIZATIONS RISK MANAGEMENT ALLIANCE
FIDELITY CRIME INSURANCE PROGRAM**

MEMORANDUM OF COVERAGE

DECLARATIONS

Item 1: Member

See the **Member** listing attached.

The AORMA Fidelity Crime Insurance Program agrees with the Named Member, in consideration of the payment of premium and in reliance upon statements in the Declarations and subject to the limits of liability, exclusions, conditions, and other terms of this memorandum, to provide the coverage as stated in this memorandum.

Item 2: Coverage Period:

July 1, 2016 to July 1, 2017

Item 3: Limits of Liability:

- 1. Per Occurrence - **including coverage required by ERISA to protect employee benefit plans**):..... \$25,000
- 2. Annual Aggregate for all Member losses paid within the Coverage Period..... \$100,000

Item 4: Deductible:

- 1. Per Occurrence: \$5,000
- 2. Per Occurrence – **coverage required by ERISA to protect employee benefit plans**: \$0

Item 5: Claims Reporting:

In the event of loss insured against under this Memorandum of Coverage, the Named Member shall give notice within 30 days of discovering such loss.

CSURMA AORMA Claims Administrator c/o Alliant Insurance Services, Inc.

100 Pine Street, 11th Floor
San Francisco, CA 94111-5101

Michelle Maffei
mmaffei@alliant.com
415-403-1418 - Telephone

Martin Fox-Foster
martin.fox-foster@alliant.com
415-403-1417 - Telephone

Elaine Kim
ekim@alliant.com
415-403-1458 - Telephone

After hours reporting:

Robert Frey
rfrey@alliant.com
415-403-1445 – Telephone
415-518-8490 – Cell Phone

To be valid, this agreement must be signed by our Program Administrator.



Authorized Signature

Items 1:

Member Listing

Campus		Auxiliary Organization
1	Bakersfield	Associated Students, California State University, Bakersfield, Inc.
2	Bakersfield	California State University, Bakersfield Auxiliary for Sponsored Programs and Administration
3	Bakersfield	California State University, Bakersfield Foundation
4	Bakersfield	California State University, Bakersfield Student Union, Inc.
5	Chancellor's Office	California State University Foundation
6	Chancellor's Office	California State University Institute
7	Channel Islands	Associated Students of California State University, Channel Islands, Inc.
8	Channel Islands	California State University Channel Islands Foundation
9	Channel Islands	University Glen Corporation
10	Chico	Associated Students of California State University, Chico
11	Chico	The CSU, Chico Research Foundation
12	Chico	The University Foundation, California State University, Chico
13	Dominguez Hills	Associated Students, California State University, Dominguez Hills
14	Dominguez Hills	California State University, Dominguez Hills Foundation
15	Dominguez Hills	Donald P. and Katherine B. Loker University Student Union, Incorporated
16	Dominguez Hills	California State University, Dominguez Hills Philanthropic Foundation
17	East Bay	Associated Students, California State University, East Bay
18	East Bay	Cal State East Bay Educational Foundation
19	East Bay	California State University, East Bay Foundation, Inc.
20	Fresno	Associated Students, Inc. of California State University, Fresno
21	Fresno	California State University, Fresno Association, Inc.
22	Fresno	California State University, Fresno Foundation
23	Fresno	Fresno State Programs for Children, Inc.
24	Fresno	The Agricultural Foundation of California State University, Fresno
25	Fresno	The California State University, Fresno Athletic Corporation
26	Fullerton	Associated Students, California State University, Fullerton, Inc.
27	Fullerton	Cal State Fullerton Philanthropic Foundation
28	Fullerton	CSU Fullerton Auxiliary Services Corporation

Campus		Auxiliary Organization
29	Humboldt	Associated Students, Humboldt State University
30	Humboldt	Humboldt State University Advancement Foundation
31	Humboldt	Humboldt State University Center Board of Directors
32	Humboldt	Humboldt State University Sponsored Programs Foundation
33	Long Beach	Associated Students, California State University, Long Beach
34	Long Beach	California State University, Long Beach Research Foundation
35	Long Beach	CSULB 49er Foundation
36	Long Beach	Forty-Niner Shops, Inc., CSU Long Beach
37	Los Angeles	Associated Students, California State University, Los Angeles, Inc.
38	Los Angeles	Cal State L.A. University Auxiliary Services, Inc.
39	Los Angeles	California State University, Los Angeles Foundation
40	Los Angeles	University-Student Union Board, California State University, Los Angeles
41	Maritime Academy	California Maritime Academy Foundation, Inc.
42	Maritime Academy	The Associated Students of the California Maritime Academy
43	Monterey Bay	Foundation of California State University, Monterey Bay
44	Monterey Bay	The University Corporation at Monterey Bay
45	Northridge	Associated Students, California State University, Northridge, Inc.
46	Northridge	California State University, Northridge Foundation
47	Northridge	North Campus University Park Development Corporation
48	Northridge	The University Corporation, CSU Northridge
49	Northridge	University Student Union of California State University, Northridge
50	Pomona	Associated Students Inc., California State Polytechnic University, Pomona
51	Pomona	The Cal Poly Pomona Foundation, Inc.
52	Sacramento	Associated Students of California State University, Sacramento
53	Sacramento	Capital Public Radio, Inc., CSU Sacramento
54	Sacramento	The University Foundation at Sacramento State
55	Sacramento	University Enterprises, Inc., CSU Sacramento
56	Sacramento	University Union Operation of CSUS, Inc.
57	San Bernardino	Associated Students Inc., California State University, San Bernardino
58	San Bernardino	CSUSB Philanthropic Foundation
59	San Bernardino	Santos Manuel Student Union of California State University, San Bernardino

Campus		Auxiliary Organization
60	San Bernardino	University Enterprises Corporation at CSUSB
61	San Diego	Associated Students, San Diego State University
62	San Diego	Aztec Shops, Ltd., San Diego State University
63	San Diego	San Diego State University Research Foundation
64	San Diego	The Campanile Foundation
65	San Francisco	Associated Students, Inc., San Francisco State University
66	San Francisco	San Francisco State University Foundation
67	San Francisco	The University Corporation, San Francisco State
68	San Jose	Associated Student, San Jose State University
69	San Jose	San Jose State University Research Foundation
70	San Jose	Spartan Shops, Inc., San Jose State University
71	San Jose	The Student Union of San Jose State University
72	San Jose	The Tower Foundation, San Jose State University
73	San Luis Obispo	Associated Students, Inc., California Polytechnic State University at San Luis Obispo
74	San Luis Obispo	Cal Poly Corporation
75	San Luis Obispo	California Polytechnic State University Foundation
76	San Marcos	California State University San Marcos Foundation
77	San Marcos	San Marcos University Corporation
78	San Marcos	The Associated Students of California State University, San Marcos
79	San Marcos	University Auxiliary and Research Services Corporation
80	Sonoma	Associated Students of Sonoma State University
81	Sonoma	Sonoma State Enterprises, Inc.
82	Sonoma	Sonoma State University Academic Foundation, Inc.
83	Stanislaus	Associated Students, Inc., California State University, Stanislaus
84	Stanislaus	California State University, Stanislaus Auxiliary and Business Services
85	Stanislaus	California State University, Stanislaus Foundation
86	Stanislaus	University Student Union of California State University, Stanislaus

Risk Details

Type: Primary Fidelity Insurance

Proposal Form:

Policyholder: THE TRUSTEES OF CALIFORNIA STATE UNIVERSITY and various Auxiliary Organisations as per attached Schedule

Address

Office of the Chancellor,
401 Golden Shore,
5th Floor, Long Beach,
California 90802-4210,
United States of America

Policy Period: From: 1st July 2015
To: 1st July 2016
Both days at 12.01am, local standard time at the address shown above.

Interest: Fidelity Insurance

Sum Insured: USD20,000,000 Any One Loss, Sublimit USD2,000,000 Any One Loss in respect of Auxiliary Organisations (as per Auxiliary Schedule attached) USD40,000,000 Aggregate

Sub Limit

Computer Costs USD250,000

Excess: USD 250,000 Any One Loss in respect of The Trustees of California State University

USD 25,000 Any One Loss/USD 100,000 Annual Aggregate in Respect of Auxiliary Organisations per attached Schedule.

Deductible to revert to expiring retentions for each Auxiliary Organisation upon erosion of USD 100,000 aggregate (as per Auxiliary Schedule attached)

Territorial Limits: Worldwide

Conditions: As per ACE Fraud Protector wording and endorsements attached.

Notices: LMA9029 California Surplus Lines Notice 1
LMA9030 California Surplus Lines Notice 2

Express Warranties: Warranted dual Cheque signatures for amounts in excess of USD15,000, but amounts in excess of USD5,000 for the Auxiliary Organisations specified in the Schedule attaching to this Policy.

**Choice of Law
& Jurisdiction:**

This insurance shall be governed by and construed in accordance with the laws of California.
Each party agrees to submit to the jurisdiction of a Court of competent jurisdiction within the United States of America (as per the Service of Suit Clause (USA)) NMA1998 attached hereto.

Premium:

Payment Terms:

30 days in accordance with the LSW3000 Premium Payment Clause

**Taxes Payable
by Insured and
administered by
Insurer(s):**

None

**Recording,
Transmitting and
Storing Information:**

Miller Insurance Services LLP will maintain risk and claim data, information and documents which may be held on paper or electronically.

**Insurer Contract
Documentation:**

This document details the contract terms entered into by the insurer(s) and constitutes the contract document.


CALIFORNIA SURPLUS LINES NOTICE 1

NOTICE:

1. THE INSURANCE POLICY THAT YOU HAVE PURCHASED / ARE APPLYING TO PURCHASE IS BEING ISSUED BY AN INSURER THAT IS NOT LICENSED BY THE STATE OF CALIFORNIA. THESE COMPANIES ARE CALLED "NONADMITTED" OR "SURPLUS LINE" INSURERS.
2. THE INSURER IS NOT SUBJECT TO THE FINANCIAL SOLVENCY REGULATION AND ENFORCEMENT THAT APPLY TO CALIFORNIA LICENSED INSURERS.
3. THE INSURER DOES NOT PARTICIPATE IN ANY OF THE INSURANCE GUARANTEE FUNDS CREATED BY CALIFORNIA LAW. THEREFORE, THESE FUNDS WILL NOT PAY YOUR CLAIMS OR PROTECT YOUR ASSETS IF THE INSURER BECOMES INSOLVENT AND IS UNABLE TO MAKE PAYMENTS AS PROMISED.
4. THE INSURER SHOULD BE LICENSED EITHER AS A FOREIGN INSURER IN ANOTHER STATE IN THE UNITED STATES OR AS A NON-UNITED STATES (ALIEN) INSURER. YOU SHOULD ASK QUESTIONS OF YOUR INSURANCE AGENT, BROKER, OR "SURPLUS LINE" BROKER OR CONTACT THE CALIFORNIA DEPARTMENT OF INSURANCE AT THE FOLLOWING TOLL-FREE TELEPHONE NUMBER 1-800-927-4357. ASK WHETHER OR NOT THE INSURER IS LICENSED AS A FOREIGN OR NON-UNITED STATES (ALIEN) INSURER AND FOR ADDITIONAL INFORMATION ABOUT THE INSURER. YOU MAY ALSO CONTACT THE NAIC'S INTERNET WEBSITE AT WWW.NAIC.ORG.
5. FOREIGN INSURERS SHOULD BE LICENSED BY A STATE IN THE UNITED STATES AND YOU MAY CONTACT THAT STATE'S DEPARTMENT OF INSURANCE TO OBTAIN MORE INFORMATION ABOUT THAT INSURER.
6. FOR NON-UNITED STATES (ALIEN) INSURERS, THE INSURER SHOULD BE LICENSED BY A COUNTRY OUTSIDE OF THE UNITED STATES AND SHOULD BE ON THE NAIC'S INTERNATIONAL INSURERS DEPARTMENT (IID) LISTING OF APPROVED NONADMITTED NON-UNITED STATES INSURERS. ASK YOUR AGENT, BROKER, OR "SURPLUS LINE" BROKER TO OBTAIN MORE INFORMATION ABOUT THAT INSURER.
7. CALIFORNIA MAINTAINS A LIST OF APPROVED SURPLUS LINE INSURERS. ASK YOUR AGENT OR BROKER IF THE INSURER IS ON THAT LIST, OR VIEW THAT LIST AT THE INTERNET WEB SITE OF THE CALIFORNIA DEPARTMENT OF INSURANCE: WWW.INSURANCE.CA.GOV.
8. IF YOU, AS THE APPLICANT, REQUIRED THAT THE INSURANCE POLICY YOU HAVE PURCHASED BE BOUND IMMEDIATELY, EITHER BECAUSE EXISTING COVERAGE WAS GOING TO LAPSE WITHIN TWO BUSINESS DAYS OR BECAUSE YOU WERE REQUIRED TO HAVE COVERAGE WITHIN TWO BUSINESS DAYS, AND YOU DID NOT RECEIVE THIS DISCLOSURE FORM AND A REQUEST FOR YOUR SIGNATURE UNTIL AFTER COVERAGE BECAME EFFECTIVE, YOU HAVE THE RIGHT TO CANCEL THIS POLICY WITHIN FIVE DAYS OF RECEIVING THIS DISCLOSURE. IF YOU CANCEL COVERAGE, THE PREMIUM WILL BE PRORATED AND ANY BROKER'S FEE CHARGED FOR THIS INSURANCE WILL BE RETURNED TO YOU.

LMA9029
01 September 2013

MR CONTRACT
ENQ/QUO : PCSUR000315

L/UWR




621
MIL

PROFESSIONAL RISKS
UMR / POLICY No. B0621PCSUR000315

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CALIFORNIA SURPLUS LINES NOTICE 2

This insurance is issued pursuant to the California Insurance Code, Sections 1760 through 1780, and is placed in an insurer or insurers not holding a Certificate of Authority from or regulated by the California Insurance Commissioner.

LMA9030
01 September 2013

MR CONTRACT
ENQ/QUO : PCSUR000315

LUWR
A handwritten signature in black ink, appearing to be "LUWR", enclosed in a rectangular box.

Schedule

Policy Number: B0621PCSUR000315

Item 1.	Policyholder	THE TRUSTEES OF CALIFORNIA STATE UNIVERSITY and various Auxiliary Organisations as per attached Schedule (also identified in the Policy as You/Your)
	Address	Office of the Chancellor, 401 Golden Shore, 5 th Floor, Long Beach, California 90802-4210, United States of America
Item 2.	Policy Period	From: 1 st July 2015 12.01am Local Standard Time To: 1 st July 2016 12.01am Local Standard Time At the Address above
Item 3.	i) Sum Insured	USD20,000,000 Any One Loss, Sublimit USD2,000,000 Any One Loss in respect of Auxiliary Organisations (as per Auxiliary Schedule attached) USD 40,000,000 Aggregate
	ii) Computer Costs Sub-Limit	USD250,000
Item 4.	Excess	USD250,000 Any One Loss in respect of The Trustees of California State University USD25,000 Any One Loss/USD 100,000 Annual Aggregate in Respect of Auxiliary Organisations per attached Schedule. Deductible to revert to expiring retentions for each Auxiliary Organisation upon erosion of USD100,000 aggregate (as per Auxiliary Schedule attached)
Item 5.	Discovery Period	90 Days
Item 6.	Endorsement effective at inception:	
	1.	NMA 1998 – Service of Suit Clause (naming Mendes & Mount California, USA)
	2.	Faithful Performance of Duty Coverage for Government Employees Endorsement
	3.	BEJH Discovery Limitation Clause
	4.	Aggregate Limit Endorsement
	5.	Fine Art and Jewellery Collection Exclusion
	6.	Notice of Cancellation or non-Renewal Amendment
	7.	Small Additional or Return Premiums Clause (USA) NMA 1168
	8.	No Claims Bonus Endorsement
	9.	Warranted dual Cheque signatures for amounts in excess of USD15,000.

- 10. Employee Benefit Asset Endorsement
- 11. Amended Notice Requirement
- 12. Amended Discover/ed or Discovery Clause
- 13. Choice of Law Clause
- 14. LSW3000 Premium Payment Clause
- 15. ACE Sanctions Clause
- 16. Additional Endorsement
- 17. Loss Payee Clause

Item 7. Premium

Item 8. Notification of Loss Financial Lines Claims, ACE Building, 100 Leadenhall Street, London, EC3A 3BP

Item 9. Notification of Claims to: Alliant Insurance Services, Inc, 100 Pine Street, 11th Floor, San Francisco, California 94111 United States of America

Proposal Form Dated:

ACE Fraud Protector (amended)

- Our promise to you** This policy is our promise to you to pay for your loss if:-
1. a problem of a type described under *What has gone wrong* occurs to prior to the end of the **policy period**,
 2. you have **discovered** and told us about this problem during the **Policy period** or **discovery period**,
 3. the problem is covered under *What does the policy pay*,
 4. the problem is not excluded under *What is not covered*, and
 5. you have met the duties under *Your obligations to us*.

Our promise is also subject to the conditions set out under *General matters*.

What has gone wrong

You have suffered a loss because of:-

- a. employee dishonesty,
- b. theft
- c. computer crime,
- d. counterfeiting, or
- e. forgery

What does the policy pay

We will pay up to the **sum insured** for loss (as described below) which you suffer as a result of an act or acts described under *What has gone wrong*, but we will not pay for loss referred to under *What is not covered*.

The loss that we will pay must be direct financial loss sustained by you anywhere in the world in connection with a single act or series of related, continuous or repeated acts of **employee dishonesty, theft, computer crime, counterfeiting, or forgery**. It will include direct financial loss sustained by another person or organisation where you have responsibility for the care, custody and control of their **money, securities** or other property. It will not include salaries, commissions, fees, bonuses, promotions, awards, profit sharing, pensions or any other employment benefits paid by you or such other person or organisation. The direct financial loss must be sustained prior to the end of the **policy period** or **discovery period**, if applicable.

We will also pay for any auditor's fees incurred by you with our prior written consent in order to identify and to quantify loss covered by this insurance. Such payment will be part of the **sum insured**.

When calculating the loss that we pay under the policy the valuation of direct financial loss shall be determined by:-

- i) the lesser of the mid market value of **securities** at the close of business on the day that you **discover** the lost, or the cost of replacing the **securities**. In addition the cost of issuing any loss instruments bond which may be required.
- ii) the lesser of the cash value of other property at the time of the loss, or the cost of repairing or replacing it with property or material of similar value or quality. If you hold the property as a pledge or collateral for a loan then the cash value will be that which you agreed and recorded when you made the loan. If this value is not recorded then the unpaid portion of the loan plus accrued interest will be the cash value.
- iii) the rate of exchange applying to a foreign currency as published in the Financial Times on the date you **discover** the loss. If there is no such rate published on that day and you and we cannot agree the appropriate rate of exchange, the rate will be determined by arbitration as described under *General matters*.
- iv) the cost of the blank books, blank pages, data media or other materials and the cost of labour and computer time required for the copying of transcription of data in order to reproduce books of accounts, records and electronic data.
- v) the actual costs incurred by you to restore your Computer, Network or Electronic Commerce Services to their pre loss operating capacity. The amount that we will pay in respect of such costs is subject to the sub-limit specified in item 3 of the Schedule to this Policy. The sub-limit is part of and not in addition to the **sum insured**.

You must pay the **excess** for each loss.

Payment of any loss will not reduce our liability for other loss. However, our maximum liability for any single loss will not exceed the amount specified as the **sum insured**. All loss flowing from the acts of the same person or group of persons in collusion will be a single loss. This will be the case whether such loss involves one or more of the problems a) to e) set out under *What has gone wrong*, involves one or more incidents of loss or is sustained in one or more **policy periods**.

Regardless of the number of years that this policy is in force, of whether it is or may be renewed and of the number of premiums paid, the **Sum Insured** shall not be cumulative from year to year or period to period. By accepting this policy you are considered to have given notice to us cancelling any prior policy issued by us.

If a recovery is made after a loss then the proceeds, less the actual cost of making the recovery, will be distributed as follows:-

- i) firstly, to you for any amount of the loss which exceeds the **sum insured** or settlement and the **excess**;
- ii) secondly, to us for any settlement made; and
- iii) thirdly, to you for the amount paid as the **excess**

After we have made a payment under this policy we will be subrogated to your rights of recovery in respect of the payment. You must execute all papers and do whatever is necessary to secure any rights including the execution of any documents to enable us to bring a suit in your name whether before or after a payment by us.

If a loss involves property that you do not own may we settle the claim with the owner, provided you have given your consent.

What is not covered We will not pay loss consisting of or which is due to:-

- a) fines, penalties or damages for which you are legally liable except for compensatory damages arising from a loss covered by this insurance.
- b) any errors and omissions committed or omitted by you or your **employees**.
- c) any loss that you have **discovered** before the commencement of the **policy period**.
- d) loss caused by or involving any person who owns or controls more than 10% of your issued share capital or of any one of you.
- e) loss caused by an **employee** after you became aware that they have committed acts of fraud, dishonesty, or criminal damage. The exclusion will not apply if the person who discovers such acts is in collusion with the **employee**.
- f) costs and expenses which you incur to establish the existence or value of a loss, to prosecute or defend legal proceedings or for any recall costs, except for the auditor's fees agreed under *What does the policy pay*.
- g) loss of confidential information, though we will cover loss where confidential information has been used to help to commit an act covered by this insurance.
- h) damage or destruction to any premises which you own or occupy for the purposes of conducting your business.
- i) indirect or consequential loss.
- j) income or profit (including but not limited to interest and dividends).
- k) any sort of nuclear reaction, nuclear radiation or radioactive contamination.

- l) any armed struggle, civil unrest or conflict or any act or order of any government or public or local authority.
- m) any loss recoverable under any other insurance or which would have been recoverable but for the existence of this policy or but for a breach of a warranty term or condition of such other insurance unless in excess of the limit of indemnity of that insurance.
- n) loss resulting directly or indirectly from trading in **securities**, commodities, futures, options, currencies, foreign exchange or the like unless the loss is a result of **employee dishonesty**, which results in the employee making an improper financial gain other than salaries, commissions, fees, bonuses, promotions, awards, profit sharing, pension or any other employment benefits.
- o) extortion unless caused by **employee dishonesty** or **computer crime**.

Your obligations to us

You should understand that you have a number of obligations to us that arise before we insure you; during the policy period; and when a problem arises. These obligations are described below.

Before we agree to insure you

the information given to us before we agree to ensure you must be complete, accurate and not misleading. As it is important, the proposal form and the other written information which you, or anyone on your behalf, provide are incorporated into and from the basis of this insurance.

The proposal form reminded you that you must disclose to us all facts and matters, which might be relevant to our consideration of your proposal, before we agreed to insure you. If you did not do so, we are entitled to treat this insurance as if it had never existed. We will not do this if all of the following conditions are met. Firstly, we must have insured you before you were first aware, or ought reasonably to have been aware after enquiry, of the material matters and have continuously insured you since then. Secondly, you must satisfy us that the misrepresentation or failure to disclose was innocent and not intended to mislead us. Thirdly and finally, our interests must not have been prejudiced as a result.

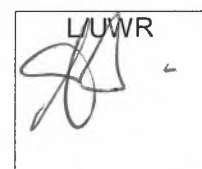
During the policy Period

We will not make any payment under this insurance unless you have paid the premium by the agreed date or agreed instalment dates. You must tell us promptly if one or more of you merge with another business or if anyone acquires more than 25% of the voting shares of the business of any one of you.

When a problem arises

We need prompt notice should a loss arise in order that we can protect your interests. Therefore, you must inform our Claims Department at **Financial Lines Claims, Ace Building, 100 Leadenhall Street, London EC3A 3BP** in writing within 45 days of **discovering** a loss. We will then liaise with you concerning the steps to be taken in respect of the loss.

You must provide us with full and accurate information about any problem or potential problem of the type described under *What has gone wrong*. If you, or



anyone on your behalf, try to deceive us by deliberately giving us false information then the insurance will be treated as if it had never existed.

The meaning of policy terms

Throughout this policy document we have highlighted words in bold type. The special meanings of such words are described below:-

Associated Company

means a company or other entity in which the policy holder or one of its subsidiaries owns more than 20% of the issued share capital, other capital or voting rights and retains management control.

Computer crime

means an act or acts of a person other than an **employee** amounting to:-

- 1) the theft of your:-
 - a) assets under the direct or indirect control of a computer system by manipulation of computer hardware, software programmes or systems, by any person to which system you have not given authorised access;
 - b) funds from an account which you maintain at a financial institution following fraudulent electronic, telegraphic, cable, teletype, telex, telephone or written instructions to debit, transfer or deliver funds from such account. These instructions must appear to have been given by you or someone to whom you have given authorisation, but actually have been fraudulently transmitted, issued or fraudulently altered by another.
- 2) the malicious, intentional and wilful use of computer, network or electronic commerce services to erase, destroy, modify or corrupt data or to deny users access to your computer, network or electronic commerce services.

Counterfeiting

means an act by a person, other than an **employee**, which causes you to act upon or give value for a negotiable instrument that is an imitation of an authentic negotiable instrument and which deceives you into believing that the imitation is the authentic original negotiable instrument. If these instruments contain fraudulent misrepresentations of fact but are genuinely signed or endorsed then they are not counterfeit for the purposes of this insurance.

Discovered or Discovery

means the time at which you or one of your senior managers becomes aware of acts which a reasonable person would assume to be a loss covered by this policy. We should be informed of any such acts through the exact amount or details of the loss may not be known. Knowledge possessed by any one of you will be deemed to be discovery by all of you.

Discovery Period

means the period stated in item 5 of the Schedule to this policy immediately following termination of this policy. Within this time you may report any loss which you have **discovered** that was connected to an act committed during the **policy period**. There is no **discovery period** on renewal of this policy nor upon the expiry, cancellation or other termination of this policy, if a similar policy or cover (whether issued by us or another insurer) replaces it.

- Employee** means a person in your regular service whom you compensate by wages, salary, fees and/or commissions and who you have a right to direct in the performance of this service.
- To the extent that any of your directors, trustees or consultants are **employees** they will only be covered whilst performing acts coming within the scope of the usual duties of an **employee**.
- Any student, secondee, volunteer or temporary personnel supplied by outside agencies will be deemed to be an **employee** whilst performing services which you have the right to direct.
- Any professionally qualified lawyer retained by you, or an employee of such lawyer, will be deemed to be an **employee** whilst performing services on your behalf under the retainer.
- Any trustee, fiduciary, administrator or officer of any pension or employee benefit plan established by you and falling within the definition of **insured** is deemed to be an **employee**.
- Cover in respect of **employees** will continue to apply for sixty days immediately following termination of their service.
- Employee dishonesty** means an act/acts of fraud, or dishonesty committed by an **employee** with the intent to cause you to suffer a loss. For the avoidance of doubt, recklessness or inadvertence do not constitute intent.
- Excess** means the amount which you must retain of each and every loss which is stated in Item 4 of the Schedule.
- Forgery** means the signature in the name of a genuine person by another person without authority and with the intent to deceive. Such signature must have been written on a cheque, credit card or bill of exchange, received or given by you in consequence of which you have acted or transferred funds or goods causing you to sustain a loss. It does not include a genuine signature applied without authority. A signature may be hand-written, mechanically, or electronically produced or reproduced. It does not include acts by **employees**.
- Insured** means the **policyholder** and is deemed to include:-
- a) all subsidiary or **associated companies** existing at or before the inception date (or subsequent renewal date) and In respect of which we have received a proposal form.
 - b) any subsidiary or **associated companies** acquired or created after the inception date (or subsequent renewal date) from the date of such acquisition or creation provided that the gross annual turnover of any such entity and the combined figure for all such entities do not exceed 25% of the gross annual turnover you declared to us in the proposal form. If the gross annual turnover does exceed this figure then you should advise us within

sixty days of the acquisition date and we will decide any additional premiums or conditions that should be applied.

- c) pension and employee benefit plans which you maintain on behalf of your **employees** and in respect of which you have submitted a proposal form. Payments for any loss will be made direct to the plan.

Money means currency, coins, bank notes and bullion, cheques, travellers cheques, registered cheques postal orders or money orders or money orders held for sale to the public.

Policy Period means the period of time from inception to expiry date in Item 2 of the Schedule.

Policy Holder means the entity named in Item 1 of the Schedule

Securities means all negotiable and non-negotiable instruments or contracts, including any note, stock, bond, debenture, evidence of indebtedness, share or other equity or debt security, representing either money or property, but does not include **money**.

Sum insured our limit of liability in respect of loss being the amount specified in Item 3 of the Schedule to this policy.

Theft means a dishonest and unlawful act, of a person, other than an **employee**, of taking your property, **money** or **securities** with the intention of permanently depriving you of its use and obtaining a financial gain for themselves.

General Matters References in this policy to we, our or us are references to ACE Global Markets. References to you or your are references to the **Insured**.

For the purposes of this policy, an inventory shortage or profit and loss calculation are not sufficient to establish that you have suffered a loss because of an act or acts described under What has gone wrong.

The insurance including its construction, application and validity is governed by the laws of California, USA.

Any dispute arising out of or relating to this insurance, including a dispute in respect of its construction, application or validity, will be referred to arbitration. The terms of which are to be mutually agreed by the **Insured** and Underwriters.

The policy is a single contract of insurance between us and the **Insured** and is for the benefit of all of you as joint insured parties. Accordingly, without limitation:-

- a) the **policyholder** will act for itself and for all of you for all purposes under this policy;
- b) payment of any loss under this policy to the policyholder shall fully release us with respect to such loss;

- c) our liability for loss sustained by one or all of you shall not exceed the amount for which we would have been liable had the loss been sustained by any one of you.

The insurance may be cancelled for anyone of you or all of you if you or we give the other thirty days written notice. This insurance is cancelled automatically for all of you if a petition is presented, an order made or a resolution passed to wind up or appoint an administrator in respect of the **policyholder** or if a receiver is appointed over the whole or part of its assets. If this insurance is cancelled in respect of all of you, we will return a pro rata amount of premium unless you have discovered a loss before the cancellation takes effect.

Should a petition be presented, order made or a resolution passed to wind up or appoint an administrator in respect of any other of you or if a receiver is appointed in respect of the whole or part of any of your assets, this insurance is cancelled automatically. Cancellation takes effect as from the date of the petition, order, resolution or appointment and as regards those of you that are the subject of these procedures. As cover will be continuing as regards those of you that are not effected there will be no return of premium.

The insurance is also cancelled automatically as regards any of you that do not fall within the definition of **Insured** from the date that you no longer meet that definition.

Where this insurance is cancelled as described above cover prior to cancellation is not effected. Accordingly, subject to all the terms of this policy and in particular those dealing with **discovery**, acts committed prior to the cancellation of this insurance will remain covered as regards those of you whom cover continues and those of you for whom cover is cancelled.

You may not assign this policy or the rights to it unless we have agreed in writing.

Auxiliary Organisations Schedule

1. Associated Students Inc., CSU Bakersfield
2. CSU Bakersfield, Foundation
3. Student Union of CSU Bakersfield
4. California State University Foundation
5. CSU Institute
6. Associated Students, CSU Channel Islands
7. CSU Channel Islands Foundation
8. CSU Channel Islands University Glen Corp.
9. Associated Students of CSU Chico
10. Auxiliary Organizations Association. c/o CSU Chico Research Foundation
11. CSU Chico Research Foundation
12. University Foundation, CSU Chico
13. Associated Students Inc., CSU Dominguez Hills
14. CSU Dominguez Hills Foundation
15. Donald P. & Katherine B. Loker University Student Union Inc., CSU Dominguez Hills
16. Associated Students Inc., CSU East Bay
17. CSU East Bay Foundation
18. Associated Students Inc., CSU Fresno
19. CSU Fresno Association
20. CSU Fresno Association (Save Mart Center)
21. CSU Fresno Courtyard
22. CSU Fresno Foundation
23. Fresno State Programs for Children
24. The Agricultural Foundation of CSU Fresno
25. The Athletic Corporation, CSU Fresno
26. Associated Students of CSU Fullerton
27. Cal State Fullerton Auxiliary Services Corporation
28. Cal State Fullerton Philanthropic Foundation
29. CSU Fullerton Housing Authority
30. Associated Students of Humboldt State University
31. Humboldt State University Advancement Foundation
32. Humboldt State University Sponsored Programs Foundation

33. University Center, Humboldt State University
34. Associated Students Inc., CSU Long Beach
35. CSU Long Beach Foundation
36. Forty-Niner Shops Inc., CSU Long Beach
37. Associated Students Inc., CSU Los Angeles
38. Cal State Los Angeles Univ. Auxiliary Services Inc.
39. The California State University, Los Angeles Foundation
40. University Student Union, CSU Los Angeles
41. Associated Students Inc., California Maritime Academy
42. California Maritime Academy Foundation
43. CSU Monterey Bay Employee Housing Inc.
44. University Corporation, CSU Monterey Bay
45. Associated Students Inc., CSU Northridge
46. CSU Northridge Foundation
47. North Campus Park Development Corporation
48. The University Corp., CSU Northridge
49. University Student Union, CSU Northridge
50. "Associated Students Inc.,
51. California State Polytechnic University, Pomona"
52. Cal Poly Pomona Educational Trust
53. The Cal Poly Pomona Foundation, Inc.
54. Associated Students Inc., CSU Sacramento
55. Capital Public Radio, CSU Sacramento
56. The University Foundation of CSU Sacramento
57. University Enterprises Development Group, Inc. CSU Sacramento
58. University Enterprises, Inc. CSU Sacramento
59. University Union, CSU Sacramento
60. Associated Students Inc., CSU San Bernardino
61. Student Union, CSU San Bernardino
62. The Foundation of CSU San Bernardino
63. Associated Students of San Diego State University
64. "Aztec Shops, LTD
65. San Diego State University"

66. San Diego State University Research Foundation
67. "Associated Students Inc.,
68. San Francisco State University"
69. "Franciscan Shops,
70. San Francisco State University"
71. The University Corp, San Francisco State
72. Student Center, San Francisco State University
73. Associated Student Inc., San Jose State University
74. San Jose State University Research Foundation
75. Spartan Shops, Inc.
76. Student Union of San Jose State University
77. The Tower Foundation, San Jose State University
78. Associated Students Inc., California Polytechnic State University, San Luis Obispo
79. Cal Poly Corporation
80. Cal Poly Foundation
81. Cal Poly Housing Corporation
82. Associated Students Inc, CSU San Marcos
83. University Auxiliary and Research Services Corporation, CSU San Marcos
84. The University Corporation of CSU San Marcos
85. Associated Students Inc., Sonoma State University
86. Sonoma State University Academic Foundation
87. Sonoma State Enterprises
88. Sonoma Student Union Corporation
89. Associated Students Inc., CSU Stanislaus
90. Auxiliary & Business Services of CSU Stanislaus
91. CSU Stanislaus Foundation
92. University Student Union of CSU Stanislaus

ENDORSEMENTS

1. SERVICE OF SUIT CLAUSE (U.S.A.)

It is agreed that in the event of the failure of the Underwriters hereon to pay any amount claimed to be due hereunder, the Underwriters hereon, at the request of the Insured (or Reinsured), will submit to the jurisdiction of a Court of competent jurisdiction within the United States. Nothing in this Clause constitutes or should be understood to constitute a waiver of Underwriters' rights to commence an action in any Court of competent jurisdiction in the United States, to remove an action to a United States District Court, or to seek a transfer of a case to another Court as permitted by the laws of the United States or any State in the United States. It is further agreed that service of process in such suit may be made upon Foley & Gardner LLP, 555 California Street, Suite 1700, San Francisco, California 94104-1520 United States of America, and that any suit instituted against any one of them upon this contract, Underwriters will abide by the final decision of such Court or of any Appellate Court in the event of an appeal.

The above-named are authorized and directed to accept service of process on behalf of Underwriters in any such suit and/or upon the request of the Insured (or Reinsured) to give a written undertaking to the insured (or Reinsured) that they will enter a general appearance upon Underwriters' behalf in the event such a suit shall be instituted.

Further, pursuant to any statute of any state, territory or district of the United States which makes provision therefor, Underwriters hereon hereby designate the Superintendent, Commissioner or Director of Insurance or other officer specified for that purpose in the statute, or his successor or successors in office, as their true and lawful attorney upon whom may be served any lawful process in any action, suit or proceeding instituted by or on behalf of the Insured (or Reinsured) or any beneficiary hereunder arising out of this contract of insurance (or reinsurance), and hereby designate the above-named as the person to whom the said officer is authorized to mail such process or a true copy thereof.

NMA 1998 (24/4/86) Form approved by Lloyd's Underwriters' Non-Marine Association.

**2. FAITHFUL PERFORMANCE OF DUTY COVERAGE
FOR GOVERNMENT EMPLOYEES ENDORSEMENT**

This endorsement modifies insurance provided under the following:

**GOVERNMENT CRIME COVERAGE FORM
GOVERNMENT CRIME POLICY**

and applies to the Insuring Agreements designated below:

1. the following is added to the Employee Theft Insuring Agreement designated above:

we will pay for loss or damage to "money", "securities" and "other property" resulting directly from the failure of any "employee" to faithfully perform his or her duties as prescribed by law, when such failure has as its direct and immediate result a loss of your covered property. The most we will pay for loss arising out of any one "occurrence" is the Limit of Insurance shown in the Schedule.

2. the following exclusions are added to the What is not covered Section:
 - p) loss resulting from the failure of any entity acting as a depository for your property or property for which you are responsible.
 - q) damages for which you are legally liable as a result of:
 - (1) the deprivation or violation of the civil rights of any person by an "employee";
 - or
 - (2) the tortious conduct of an "employee", except the conversion of property of other parties held by you in any capacity.

3. the Indemnification is added to General matters Section:

We will indemnify any of your officials who are required by law to give bonds for the faithful performance of their duties against loss through the failure of any "employee" under the supervision of that official to faithfully perform his or her duties as prescribed by law, when such failure has as its direct and immediate result a loss of your covered property.

4. Part (l) of the Termination As To Any Employee Condition is replaced by the following:
 - (1) As soon as:
 - (a) You; or
 - (b) Any official or employee authorized to manage, govern or control your "employees" learn of any act committed by the "employee" whether before or after becoming employed by you which would constitute a loss covered under the terms of the Employee Theft Insuring Agreement, as amended by this endorsement.

3. B.E.J. & H. DISCOVERY LIMITATION CLAUSE (1)

It is hereby understood and agreed that there shall be no liability under this Policy in respect of any claim –

- (a) arising out of or in connection with any circumstances or occurrences which have been notified to the Insurer on any other policy of insurance effected prior to the inception of this Policy;
- (b) arising out of or in connection with any circumstances or occurrences known to the **Insured** prior to the inception hereof.

4. AGGREGATE LIMIT ENDORSEMENT

The total liability of the Underwriters for any one or all claims under each or all Insuring Clauses of this Policy during the Policy Period shall not exceed the applicable Aggregate Policy Limit stated in Item 3. of the Schedule inclusive of Costs, Charges and Expenses. The applicable Aggregate Policy Limit stated in Item 3. of the Schedule shall be reduced by the amount of any payment made under the terms of this Policy.

5. FINE ART AND JEWELLERY COLLECTION EXCLUSION

We will not pay loss consisting of or which is due to fine art and jewellery collections

6. NOTICE OF CANCELLATION OR NON-RENEWAL AMENDMENT ENDORSEMENT

It is understood and agreed that this Policy may be cancelled by Underwriters by mailing to the **Insured**, at the address shown in the Declarations, written notice stating when, not less than 90 days thereafter, cancellation shall be effective. However, in the event of non-payment of premium by the **Insured**, this Policy may be cancelled by Underwriters by mailing notice to the **Insured** stating when, not less than 10 days thereafter, cancellation shall be effective. The mailing of notice as aforesaid by Underwriters shall be sufficient proof of notice and the coverage provided by this Policy shall end on the effective date and hour of cancellation as stated in the notice. Delivery of such written notice either by the **Insured** or by Underwriters shall be equivalent to mailing.

In the event of non-renewal of this Policy by the Underwriters, they or their legal representative shall provide the **Insured** with written notice of their intent to nonrenew at least ninety (90) days in advance of the expiration date of the **Policy Period**. Notice shall be provided via regular U. S. mail to the address shown in Item 1 (b) of the Declarations.

7. SMALL ADDITIONAL OR RETURN PREMIUMS CLAUSE (U.S.A.)

NOTWITHSTANDING anything to the contrary contained herein and in consideration of the premium for which this Insurance is written, it is understood and agreed that whenever an additional or return premium of USD2 or less becomes due from or to the Assured on account of the adjustment of a deposit premium, or of an alteration in coverage or rate during the term or for any other reason, the collection of such premium from the Assured will be waived or the return of such premium to the Assured will not be made, as the case may be.

N.M.A. 1168

8. NO CLAIM BONUS ON RENEWAL CLAUSE

In the event of no claim having been made on this policy and the renewal of this insurance being effected with the Underwriters, the Underwriters will allow to the Insured a No Claim Bonus of 5% of the premium paid hereon, it being understood that no obligation on Underwriters or the Insured to renew is implied.

12/93
LSW718

9. EXPRESS WARRANTIES

Warranted dual Cheque signatures for amounts in excess of USD15,000 for both Universities and Auxiliary Organisations specified in the Schedule attaching to this Policy

10. It is hereby noted and agreed that, this policy includes coverage for Employee Benefit assets it holds as a fiduciary.

11. AMENDED NOTICE REQUIREMENTS.

In consideration of the premium charged for this policy, the clause "When a problem arises" is deleted and the following substituted therefore:

When a problem arises We need prompt notice should a loss arise in order that we can protect your interests. Therefore, you must inform our Claims Department at **Financial Lines Claims, Ace Building, 100 Leadenhall Street, London EC3A 3BP** in writing within:

- a) as soon as practicable after discovering a loss; but
- b) no later than one (1) year from the date of cancellation or termination of an Employee Benefit Plan

We will then liaise with you concerning the steps to be taken in respect of the loss.

You must provide us with full and accurate information about any problem or potential problem of the type described under *What has gone wrong*. If you, or anyone on your behalf, try to deceive us by deliberately giving us false information then the insurance will be treated as if it had never existed.

12. AMENDED DISCOVER/ED OR DISCOVERY CLAUSE

In consideration of the premium charged for this policy, the Discover/ed or Discover clause is deleted and the following substituted therefore:

Discover/ed or Discovery means the time at which you or one of your CSU Systemwide Risk Manager becomes aware of acts which a reasonable person would assume to be a loss covered by this policy. We should be informed of any such acts through the exact amount or details of the loss may not be known. Knowledge possessed by any one of you will be deemed to be discovery by all of you.

13. CHOICE OF LAW

This insurance shall be governed by and construed in accordance with the laws of California.

14. PREMIUM PAYMENT CLAUSE

The **Insured** undertakes that premium will be paid in full to Underwriters within 30 days of inception of this policy (or, in respect of instalment premiums, when due).

If the premium due under this policy has not been so paid to Underwriters by the 30th day from the inception of this policy (and, in respect of instalment premiums, by the date they are due) Underwriters shall have the right to cancel this policy by notifying the **Insured** via the broker in writing. In the event of cancellation, premium is due to Underwriters on a pro rata basis for the period that Underwriters are on risk but the full policy premium shall be payable to Underwriters in the event of a loss or occurrence prior to the date of termination which gives rise to a valid claim under this policy.

It is agreed that Underwriters shall give not less than 15 days prior notice of cancellation to the **Insured** via the broker. If premium due is paid in full to Underwriters before the notice period expires, notice of cancellation shall automatically be revoked. If not, the policy shall automatically terminate at the end of the notice period.

Unless otherwise agreed, the Leading Underwriter (and Agreement Parties if appropriate) are authorised to exercise rights under this clause on their own behalf and on behalf of all Underwriters participating in this contract.

If any provision of this clause is found by any court or administrative body of competent jurisdiction to be invalid or unenforceable, such invalidity or unenforceability will not affect the other provisions of this clause which will remain in full force and effect.

Where the premium is to be paid through a London Market Bureau, payment to Underwriters will be deemed to occur on the day of delivery of a premium advice note to the Bureau.

11/01 LSW3000

15. SANCTION LIMITATION AND EXCLUSION CLAUSE

No (re)insurer shall be deemed to provide cover and no (re)insurer shall be liable to pay any claim or provide any benefit hereunder to the extent that the provision of such cover, payment of such claim or provision of such benefit would expose that (re)insurer to any sanction, prohibition or restriction under United Nations resolutions or the trade or economic sanctions, laws or regulations of the European Union, United Kingdom or United States of America.

15/09/10 LMA3100

16. It is hereby understood and agreed that this policy will cover the **Insured** for any disallowance from a covered **Externally Funded Program** that results in a financial loss to the **Insured** which the **Insured** is legally obligated to reimburse the funding entity where such disallowance is the result of a fraudulent or criminal act which would otherwise be covered under this policy. For purposes of coverage granted under this endorsement, salaries and wages of the assured shall be covered loss where such salaries and wages have been paid due to fraudulent or criminal acts of an **Insured's** employee. Also for the purposes of coverage granted under this endorsement, when the covered amount of loss determined under this endorsement is reimbursable to a Federal or State agency, the amount payable under the policy shall be payable by the insurer as a legal obligation of the assured even if no court of law has made a final adjudication of the covered disallowance.

For purposes of this endorsement, covered **Externally Funded Programs** are defined as grants, contracts projects and programs by whatever name, which are funded in part by an agency or department of the United States Federal Government or any similar agency or department of a State Government of the United States.

17. It is hereby understood and agreed that the following Loss Payee clause is added::

It is agreed that:

1. At the written request of the **policyholder**, any payment in satisfaction of loss covered by said bond Money or other Property in which Commissioner of the Regents of the University of California has an interest shall be paid by an instrument issued to that organization and the **policyholder** as joint loss-payees, subject to the following conditions and limitations:
 - a. The attached policy is for the sole use and benefit of the **policyholder** as expressed herein. The organization named above shall not be considered as an **Insured** under the policy, nor shall it otherwise have any rights or benefits under said policy.
 - b. Notwithstanding any payment made under the terms of this endorsement or the execution of more than one of such similar endorsement, the amount paid for any one loss occurrence or otherwise in accordance with the terms of this policy shall not exceed the **sum insured** as set forth in the Schedule Page.
 - c. Nothing herein is intended to alter the terms, conditions and limitations of the policy.
2. Should this policy be cancelled, reduced, non-renewed or restrictively modified Us, We will endeavor to give thirty (30) days advance notice to the organization named above, but failure to do so shall not impair or delay the effectiveness of any such cancellation, reduction, non-renewal or restrictive modification, nor shall the We be held liable in any way.
3. Should this policy be cancelled or reduced at the request of the **Insured**, We will endeavor to notify the organization named above of such cancellation or reduction within 10 business days after receipt of such request, but failure to do so shall not impair or delay the effectiveness of such cancellation or reduction, nor shall We be held liable in any way.

Regents of the University of California

TO PROVIDE LOSS-PAYEE AND NOTIFICATION AGREEMENT.
ADOPTED DECEMBER, 1988

SR 6186(A) Printed in U.S.A.


FI-A-91

New Page December, 1990

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SUBJECT OTHERWISE TO THE TERMS, CONDITIONS AND LIMITATIONS OF THIS INSURANCE

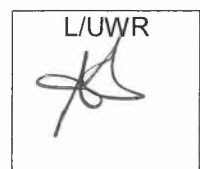
MR CONTRACT
ENQ/QUO : PCSUR000315

L/UWR




Information

As per Alliant renewal presentations held on brokers file and seen by Underwriters.



Security Details

LMA3333

(RE)INSURERS LIABILITY CLAUSE

(Re)insurer's liability several not joint

The liability of a (re)insurer under this contract is several and not joint with other (re)insurers party to this contract. A (re)insurer is liable only for the proportion of liability it has underwritten. A (re)insurer is not jointly liable for the proportion of liability underwritten by any other (re)insurer. Nor is a (re)insurer otherwise responsible for any liability of any other (re)insurer that may underwrite this contract.

The proportion of liability under this contract underwritten by a (re)insurer (or, in the case of a Lloyd's syndicate, the total of the proportions underwritten by all the members of the syndicate taken together) is shown next to its stamp. This is subject always to the provision concerning "signing" below.

In the case of a Lloyd's syndicate, each member of the syndicate (rather than the syndicate itself) is a (re)insurer. Each member has underwritten a proportion of the total shown for the syndicate (that total itself being the total of the proportions underwritten by all the members of the syndicate taken together). The liability of each member of the syndicate is several and not joint with other members. A member is liable only for that member's proportion. A member is not jointly liable for any other member's proportion. Nor is any member otherwise responsible for any liability of any other (re)insurer that may underwrite this contract. The business address of each member is Lloyd's, One Lime Street, London EC3M 7HA. The identity of each member of a Lloyd's syndicate and their respective proportion may be obtained by writing to Market Services, Lloyd's, at the above address.

Proportion of liability

Unless there is "signing" (see below), the proportion of liability under this contract underwritten by each (re)insurer (or, in the case of a Lloyd's syndicate, the total of the proportions underwritten by all the members of the syndicate taken together) is shown next to its stamp and is referred to as its "written line".

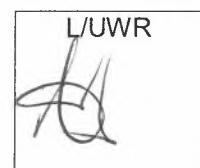
Where this contract permits, written lines, or certain written lines, may be adjusted ("signed"). In that case a schedule is to be appended to this contract to show the definitive proportion of liability under this contract underwritten by each (re)insurer (or, in the case of a Lloyd's syndicate, the total of the proportions underwritten by all the members of the syndicate taken together). A definitive proportion (or, in the case of a Lloyd's syndicate, the total of the proportions underwritten by all the members of a Lloyd's syndicate taken together) is referred to as a "signed line". The signed lines shown in the schedule will prevail over the written lines unless a proven error in calculation has occurred.

Although reference is made at various points in this clause to "this contract" in the singular, where the circumstances so require this should be read as a reference to contracts in the plural.

Order Hereon: 100% of 100%

**Basis of
Written Lines:** Percentage of Whole

MR CONTRACT
ENQ/QUO : PCSUR000315

L/UWR


Signing Provisions: In the event that the written lines hereon exceed 100% of the order, any lines written "to stand" will be allocated in full and all other lines will be signed down in equal proportions so that the aggregate signed lines are equal to 100% of the order without further agreement of any of the (re)insurers.

However:

- a) in the event that the placement of the order is not completed by the commencement date of the period of insurance then all lines written by that date will be signed in full;
- b) the signed lines resulting from the application of the above provisions can be varied, before or after the commencement date of the period of insurance, by the documented agreement of the (re)insured and all (re)insurers whose lines are to be varied. The variation to the contracts will take effect only when all such (re)insurers have agreed, with the resulting variation in signed lines commencing from the date set out in that agreement.

Written Lines: In a co-insurance placement, following (re)insurers may, but are not obliged to, follow the premium charged by the lead (re)insurer.

(Re)insurers may not seek to guarantee for themselves terms as favourable as those which others subsequently achieve during the placement.

SIGNED
LINE %



AGM
2488

[Signature] 22/6/15

ace global markets

33.34%

A	K	A	K	6	F	L	K	S	6	8	2
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 BB

S.I.F.



SJC 2003

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XL 1209

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S:100%

[Signature] 22/6/15

BRIT

[Signature] 22/6/15

BRT
2987

33.33%

GLOBAL SPECIALTY

T	H	7	9	0	C	1	5	A	0	0	0
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 BB

Est. Sign = 100%



SIGNED
LINE %

MR CONTRACT
ENQ/QUO : PCSUR000315

L/UWR

SONOMA STATE ENTERPRISES, INC.
NEW WORKERS' COMPENSATION PROGRAM MEMBER

ISSUE: Effective February 1, 2016, Sonoma State Enterprises, Inc. (Enterprises) began hiring its own employees. Enterprises is seeking approval to join the AORMA workers' compensation program. Staff has provided the preliminary approval pending final approval by the AORMA Programs Committee.

RECOMMENDATION: Staff recommends that the Committee approve Sonoma State Enterprises, Inc. as a new member of the AORMA Workers' Compensation Program effective February 1, 2016.

FISCAL IMPACT: Estimated annual payroll for FY 15/16 is \$200,000 which results in an annual premium of \$7,660 and a pro-rated premium of \$3,192. The estimated payroll for FY 16/17 is \$1,300,000 which resulted in an annual premium of \$28,060.

BACKGROUND: Sonoma State Enterprises, Inc. operates retail and dining functions, including the University Store, Charlie Brown's Cafe, Overlook, The Kitchens, Weyden + Brewster, Lobo's, The Café, Campus Vending, University Catering, Campus Prints, Housing Services, and U.S. Post Office.

Enterprises has completed all of the mandatory agreements and applications and have been attached for the Committee's review.

PUBLICATION: None.

ATTACHMENT(S):

- a. State of California, Application for a Public Entity, Certificate of Consent to Self Insure
- b. CSURMA AORMA Participation Agreement for the AORMA Workers' Compensation Program
- c. Resolution Authorizing Workers' Compensation Insurance for Volunteers



Our File: 5558

APPLICATION FOR A PUBLIC ENTITY CERTIFICATE OF CONSENT TO SELF INSURE

NOTE: All questions must be answered. If not applicable, enter "N/A".
Workers' compensation insurance must be maintained until certificate is effective.

APPLICANT INFORMATION

Legal Name of Applicant (show exactly as on Charter or other official documents):

Sonoma State Enterprises, Inc.

Street Address of Main Headquarters:

1801 East Cotati Avenue

Mailing Address (if different from above):

Federal Tax ID No.:

94-2342146

City, State, Zip Code

Rohnert Park, CA 94928

TO WHOM DO YOU WANT CORRESPONDENCE REGARDING THIS APPLICATION ADDRESSED?

Name: Mimi Long Title: Vice President

Company Name: Alliant Insurance Services, Inc.

Mailing Address: 100 Pine Street, 11th Floor

City: San Francisco State: CA Zip + 4: 94111

Telephone Number: 415-403-1423 Email: mlong@alliant.com

Type of Public Entity (check one):

City and/or County School District Police and/or Fire District Hospital District Joint Powers Authority

Other (describe): California State University

Type of Application (check one):

New Application Reapplication due to Merger or Unification Reapplication due to Name Change

Other (describe) New Certificate No. 5558

Date Self Insurance Program will begin: February 1, 2016

CURRENT PROGRAM FOR WORKERS' COMPENSATION LIABILITIES

Currently Insured with State Compensation Insurance Fund, Policy Number:

Policy Expiration Date: Yearly Premium: \$

Current Yearly Incurred (paid & unpaid) Losses: \$ (FY or CY)

Currently Self Insured, Certificate Number:

Name of Current Certificate Holder:

Other (describe): Sonoma State Enterprises, Inc. has not purchased WC insurance in the past as it has not had employees.

JOINT POWERS AUTHORITY

Will the applicant be a member of a workers' compensation Joint Powers Authority for the purpose of pooling workers' compensation liabilities?

Yes No If yes, then complete the following:

Effective date of JPA Membership: July 1, 2015 JPA Certificate No.: 5558

Name and Title of JPA Executive Officer:

Robert Eaton

Name of Joint Powers Authority Agency:

California State University Risk Management Authority (CSURMA)

Mailing Address of JPA:

c/o Alliant Insurance Services, Inc., 100 Pine Street, 11th Floor

City: State: Zip + 4:

San Francisco, CA 94111-5101

Telephone Number: 415-403-1400

PROPOSED CLAIMS ADMINISTRATOR

Who will be administering your agency's workers' compensation claims? (check one)

JPA will administer, JPA Certificate No.:

Third party agency will administer, TPA Certificate No.: 5558-23-011

Public entity will self administer Insurance carrier will self administer

Name of Individual Claims Administrator:

Cindy Parker, Claims Director

Name of Administrative Agency:

Sedgwick CMS

Mailing Address:

10690 White Rock Road, Suite 100

City: State: Zip + 4:

Rancho Cordova, CA 95670

Telephone Number: 916-636-1571 97 FAX Number: 510-817-3345

Number of claims reporting locations to be used to handle the agency's claims: One

Will all agency claims be handled by the administrator listed on previous page? Yes No

AGENCY EMPLOYMENT

Current Number of Agency Employees: Full-Time 1 / Part-Time 100

Number of Public Safety Officers (law enforcement, police or fire): 0

If a school district, number of certificated employees: N/A

Will all agency employees be included in this self insurance program? Yes No

If no, explain who is not included and how workers' compensation coverage is to be provided to the excluded agency employees:

INJURY AND ILLNESS PREVENTION PROGRAM

Does the agency have a written Injury and Illness Prevention Program? Yes No

Individual responsible for agency Injury and Illness Prevention Program:

Name and Title:

Neil Markley

Company or Agency Name:

Sonoma State Enterprises, Inc.

Mailing Address:

Salazar Hall, 1801 East Cotati Avenue

City:

State:

Zip + 4:

Rohnert Park, CA 94928

Telephone Number: 707-664-4068

SUPPLEMENTAL COVERAGE

Will your self insurance program be supplemented by any insurance or pooled coverage under a standard workers' compensation insurance policy? Yes No

If yes, then complete the following:

Name of Carrier or Excess Pool: _____

Policy Number: _____

Effective Date of Coverage: _____

Will your self insurance program be supplemented by any insurance or pooled coverage under a specific excess workers' compensation insurance policy? Yes No

If yes, then complete the following:

Name of Carrier or Excess Pool: Safety National Casualty Corporation

Policy Number: SP4049264

Effective Date of Coverage: 7/01/15 - 7/01/16

Retention Limits: \$500,000

Will your self insurance program be supplemented by any insurance or pooled coverage under an aggregate excess (stop loss) workers' compensation insurance policy? Yes No

If yes, then complete the following:

Name of Carrier or Excess Pool: CSAC Excess Insurance Authority

Policy Number: EIA-PE 15 EWC-143

Effective Date of Coverage: July 1, 2015

Retention Limits: 1st Layer - \$125,000 Per Occurrence / 2nd Layer - \$375,000 Each Occurr

RESOLUTION OF GOVERNING BOARD

See Attached Resolution-Page 5

CERTIFICATION

The undersigned on behalf of the applicant hereby applies for a Certificate of Consent to Self Insure the payment of workers' compensation liabilities pursuant to Labor Code Section 3700. The above information is submitted for the purpose of procuring said Certificate from the Director of Industrial Relations, State of California. If the Certificate is issued, the applicant agrees to comply with applicable California statutes and regulations pertaining to the payment of compensation that may become due to the applicant's employees covered by the Certificate.

Signature of Authorized Official:



Typed Name:

Neil Markley

Title:

COO

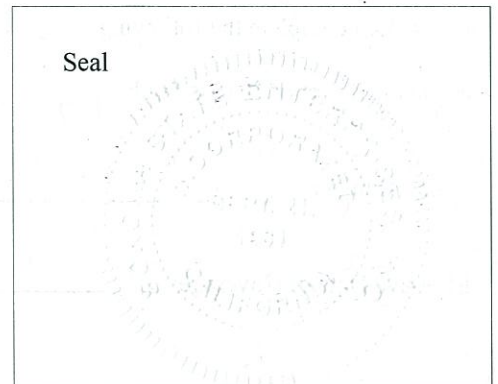
Agency Name:

Sonoma State Enterprises, Inc.

Date:

12/23/15

Seal



(Emboss seal above or Notarize signature)

RESOLUTION NO.: _____ DATED: 12/11/15

A RESOLUTION AUTHORIZING APPLICATION
TO THE DIRECTOR OF INDUSTRIAL RELATIONS, STATE OF CALIFORNIA
FOR A CERTIFICATE OF CONSENT TO SELF INSURE
WORKERS' COMPENSATION LIABILITIES

Directors

At a meeting of the Board of _____
(enter title)

of the Sonoma State Enterprises, Inc.
(enter name of public agency, district)

a CSU Auxiliary Organization
(enter type of agency) organized and existing under the laws of
the State of California, held on the 11th day of December, 2015, the

following resolution was adopted:

RESOLVED, that the Chief Operating Office
(enter position titles)

be and they are hereby severally authorized and empowered to make application to the Director of Industrial Relations, State of California, for a Certificate of Consent to Self Insure workers' compensation liabilities on behalf of the

Sonoma State Enterprises, Inc.
(enter name of district)

and to execute any and all documents required for such application.

I, Neil Markley, the undersigned COO
(enter name) (enter title)

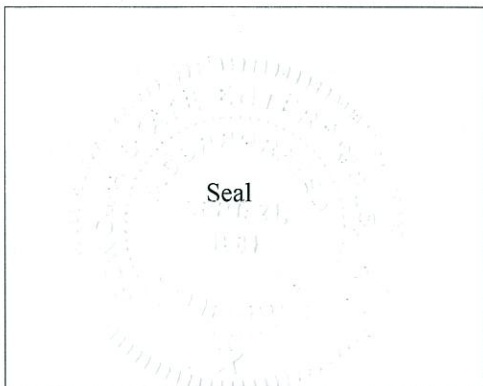
of the Board of the said Sonoma State Enterprises, Inc.
(enter name of agency)

a CSU Auxiliary Organization, hereby certify that I am the COO
(enter type of agency) (enter title)

of said CSU Auxiliary Organization, that the foregoing is a full, true and correct copy of the resolution duly
(enter type of agency)

passed by the Board at the meeting of said Board held on the day and at the place herein specified and that said resolution has never been revoked, rescinded, or set aside and is now in full force and effect.

IN WITNESS WHEREOF: I HAVE SIGNED MY NAME AND AFFIXED THE SEAL OF THIS



Sonoma State Enterprises, Inc.
(enter type of agency)

THIS 21st DAY OF December, 2015

[Handwritten Signature]
(Signature)

**CALIFORNIA STATE UNIVERSITY RISK MANAGEMENT AUTHORITY
(CSURMA)**

**PARTICIPATION AGREEMENT
FOR THE
AUXILIARIES ORGANIZATIONS RISK MANAGEMENT ALLIANCE (AORMA)
WORKERS' COMPENSATION PROGRAM**

We, Sonoma State Enterprises, Inc. signatory to the California State University Risk Management Authority ("CSURMA") Joint Exercise of Powers Agreement, have agreed by action of our Board of Directors on December 11, 20 11, to participate in the CSURMA AORMA WORKERS' COMPENSATION Program, hereinafter referred to as "AORMA WORKERS' COMPENSATION." As evidenced by the authorized signatures on page 3 of this document, we agree to become a participant in the AORMA WORKERS' COMPENSATION program and be referred to as a "Program Participant."

It is understood that this Participation Agreement pertains only to AORMA WORKERS' COMPENSATION and not to any other program operated by CSURMA.

We understand that the following requirements have been met and insurance coverage through the AORMA WORKERS' COMPENSATION Program began on July 1, 2005:

- 1) All applicable participation fees have been paid.
- 2) We have executed this AORMA WORKERS' COMPENSATION Participation Agreement.
- 3) We are a member of the Joint Powers Authority. This means we:
 - a) have been approved for Joint Powers Authority membership by the Executive Committee;
 - b) have executed the Joint Exercise of Powers Agreement; and,
 - c) have executed a "Resolution to Join" in accordance with the Joint Exercise of Powers Agreement.
- 4) We have received underwriting approval from the AORMA Committee.

MINIMUM TIME OF PARTICIPATION AND NOTICE OF WITHDRAWAL:

The Program anniversary date is July 1 of each year.

It is understood that the AORMA WORKERS' COMPENSATION program requires an initial three full program year commitment. Withdrawal from the program cannot occur until three full years of participation has occurred. *If a Member joins mid-term it would be three full program years plus the partial first year of participation.*

Powers Agreement, Bylaws, AORMA WORKERS' COMPENSATION Memorandum of Coverage and other governing documents policy and procedures. Furthermore, members that withdraw from AORMA WORKERS' COMPENSATION are not eligible for any dividends or return of unencumbered surplus that may be declared.

We acknowledge and agree that this Participation Agreement shall automatically conform to any amendments made to the CSURMA Joint Exercise of Powers Agreement or Bylaws which affect the conditions of participation in the AORMA WORKERS' COMPENSATION Program. Any other amendments to this Participation Agreement shall require a two-thirds vote of the members of the Board of Directors of the CSURMA who are elected by the Auxiliary Organization members of the CSURMA.

In recognition of the above, this Participation Agreement is executed on

December 11, 2015.

Sonoma State Enterprises, Inc.

Amanda Visser
Signed

Amanda Visser
Name

CPD Secretary
Title

A RESOLUTION OF SONOMA STATE ENTERPRISES, INC. AUTHORIZING WORKER'S
COMPENSATION INSURANCE COVERAGE FOR SONOMA STATE ENTERPRISES, INC.
VOLUNTEERS

WHEREAS, from time to time, volunteers provide various types of services to the SONOMA STATE ENTERPRISES, INC.

WHEREAS, except for certain statutory exceptions, volunteers are not covered by the SONOMA STATE ENTERPRISES, INC. workers' compensation insurance coverage if they are injured as a result of such volunteer services;

WHEREAS, Labor Code Section 3363.6 provides that a private, nonprofit organization may declare its volunteers as employees for workers' compensation insurance purposes by adopting a resolution authorizing such coverage.

NOW, THEREFORE, THE BOARD OF DIRECTORS FOR SONOMA STATE ENTERPRISES, INC. HEREBY RESOLVE AS FOLLOWS:

Section 1. Pursuant to Labor Code Section 3363.6, the Board of Directors for the SONOMA STATE ENTERPRISES, INC. does hereby declare that any person who performs voluntary service without pay for the SONOMA STATE ENTERPRISES, INC. shall be deemed to be an employee of the SONOMA STATE ENTERPRISES, INC. for worker's compensation purposes, provided the volunteer services are authorized by the SONOMA STATE ENTERPRISES, INC. Board of Directors.

PASSED AND ADOPTED by SONOMA STATE ENTERPRISES, INC. Board of Directors at a regular meeting held on December 11, 2015 by the following vote:

AYES: 8

NOES: 0

ABSTAIN: 0

ABSENT: 4

Imanee V. B. S.
Signature

CFO / Secretary
Title

REVIEW OF THE PRAESIDIUM UTILIZATION REPORT

ISSUE: Attached for the Committee's review is the Praesidium utilization report.

RECOMMENDATION: No action is recommended. This item is for information only.

FISCAL IMPACT: The cost for the online self-assessment tool and the six online training courses is \$50,000 annually. The contract costs have been allocated between the campuses and the auxiliary organizations. AORMA's allocation of the \$50,000 is \$8,304 for FY 15/16 and was \$8,826 for FY 14/15.

BACKGROUND: The Praesidium contract includes the following services:

1. Online Self-Assessment Tool – The self-assessment tools allows each youth program to identify those areas in which abuse may occur and it provides a customized action plan based on the program's strengths and weaknesses. Sample policies and procedures are then provided for use by the program director and staff.
2. Online Training – Six corresponding training courses are available to the program's staff after the Online Self-Assessment is completed.

PUBLICATION: Periodically, Staff will send out reminders, to all of the AORMA Members, outlining the Praesidium program services.

ATTACHMENT(S):

- a. Praesidium Inc. – Utilization Report.

California State University
Know Your Score! Online Self Assessment Data
current as of 2/10/2016

Assessment Data	
California State University Stanislaus	22
California State University Dominguez Hills	14
San Francisco State University	10
California State University Los Angeles	6
California State University Fresno	5
California State University San Bernardino	4
California Polytechnic State University San Luis Obispo	3
California State Polytechnic University Pomona	3
California State University, Chico	2
California State University Channel Islands	1
Humboldt State University	1
No. of assessments started	71
No. of CSU campuses using KYS!	11
No. of individual users registered on KYS!	73
Average program assessment score	37%

**REVIEW OF THE ALLIANT LOSS CONTROL SERVICES
UTILIZATION REPORT**

ISSUE: Attached for the Committee's review is the Alliant Loss Control Services Utilization Report.

RECOMMENDATION: No action is recommended. This item is for information only.

FISCAL IMPACT: The annual fee for the Alliant Loss Control Services contract is \$87,000, which provides the Auxiliary Organizations with 60 safety days annually. The cost of each safety day is \$1,450. This expense item is currently included within the FY 15/16 CSURMA AORMA budget.

BACKGROUND: The current term of this contract is July 1, 2015 to June 30, 2016.

PUBLICATION: None.

ATTACHMENT(S):

- a. Alliant Loss Control Services – Utilization Report.

AUXILIARY ORGANIZATION RISK MANAGEMENT ASSOCIATION 2015-16

1/30/2016

DATE	ACCOUNT NO.	Safety Day - Project Name	No. Safety Days	PROJECT DETAILS	CONSULTANT/ COMPANY	NO. OF HOURS	TOTAL LABOR	Total Cost	TOTAL INVOICE AMT
07/01/15				CARRY OVER 2014-21015					-\$3,388.77
07/21/15				2015-2016 Contract					\$87,000.00
10/01/15									
01/05/16									
				TOTAL AVAIL. FUNDS 2015/2016					\$83,611.23
							\$0.00		\$0.00
							\$0.00	\$0.00	\$0.00
06/29/15	Chico - RF			Chico Reserve, Risk Review	B. Escoubas	1	\$95.00	\$95.00	\$150.00
6/29 - 6/30/15	General			Dining services safety manual	B. Escoubas	3	\$285.00	\$285.00	\$0.00
07/03/15	General			Admin	B. Escoubas			\$20.00	\$20.00
07/09/15	CSU Channel Is - Univ Glen Corp		1	CPR, AED & Basic First Aid Certification	Onsite Training	1	\$1,050.00	\$1,050.00	\$1,450.00
07/15/15	Sacramento, UEI			Ergo evaluation, T. Knight	B. Escoubas	1.25	\$118.75	\$118.75	\$187.50
7/15 - 7/17/15	Sacramento, UEI		2	Cart Safety Training Program	B. Escoubas	19	\$1,805.00	\$1,937.25	\$2,900.00
7/20 - 7/22/15	Sacramento, UEI			Cart Safety Training Program	B. Escoubas	5	\$475.00	\$475.00	
7/14 - 7/17/15	General			Skil Soft Review	B. Escoubas	3.5	\$343.00	\$343.00	\$525.00
7/27 - 7/28/15	Sacramento, UEI			Cart Safety Training Program, WebEx/Conf Call Review	B. Escoubas	2	\$196.00	\$196.00	\$300.00
7/27 - 7/29/15	SFSU, Univ Corp			Sierra Nevada Research Cntr	B. Escoubas	2.25	\$220.50	\$220.50	\$337.50
07/29/15	Humboldt StateUniv, Univ Center		0.25	(Safety day) schedule & PPT outline and update	B. Escoubas	4	\$392.00	\$392.00	\$362.50
7/23 - 7/24/15	CSULB - Research Found			Travel, workstation evaluation, L. Lopez), report	K. Loiselle	4.25	\$148.75	\$183.25	\$672.00
07/30/15	CSULB - Research Found			Finalize ergo report/add photos (L. Lopez)	K. Loiselle	0.75	\$26.25		
JULY TOTALS			3.25			47.00	\$5,155.25	\$5,315.75	\$6,904.50
08/05/15	Monterey Bay - Univ Corp			Ergonomic equipment review	B. Escoubas	1.25	\$122.50	\$122.50	\$187.50
08/03/15	General			Prezi Presentation Software	B. Escoubas				\$20.00
08/06/15	Sacramento, UCI			Safety newsletters	B. Escoubas	1.5	\$147.00	\$147.00	\$225.00
8/5 - 8/7/15	Humboldt, UC	Cart Safety	0.5	(safety day), presentation prep	B. Escoubas	5	\$490.00	\$490.00	\$725.00
8/12 - 8/14/15	Humboldt, UC	Cart Safety	2.25	Presentation	B. Escoubas	24	\$2,352.00	\$2,903.18	\$3,262.50
8/18 - 8/19/15	Sacramento State, UEI			Audio for Cart Safety Program	B. Escoubas	4.5	\$441.00	\$441.00	\$675.00
08/18/15	CSUN, Univ Corp			Knife safety PPT and dining services training	B. Escoubas	2.5	\$245.00	\$245.00	\$375.00
08/20/15	AORMA-General			PPT outline for AOA	B. Escoubas	1.75	\$171.50	\$171.50	\$262.50
8/24 - 8/28/15	Sac State - UEI			Audio for Cart Safety Program	B. Escoubas	18	\$1,764.00	\$1,764.00	\$2,700.00

AUXILIARY ORGANIZATION RISK MANAGEMENT ASSOCIATION 2015-16

1/30/2016

DATE	ACCOUNT NO.	Safety Day - Project Name	No. Safety Days	PROJECT DETAILS	CONSULTANT/ COMPANY	NO. OF HOURS	TOTAL LABOR	Total Cost	TOTAL INVOICE AMT
08/22/15	CSU Fresno - Rec Sports & Fitness Grp	EMS Safety Svcs	1	EMS Safety Services (8/19/15)	OnSite Training		\$825.00	\$825.00	\$1,450.00
08/21/15	CSU Fresno - Rec Sports & Fitness Grp		1	EMS Safety Services - AM Class (8/20)	Onsite Training		\$975.00	\$975.00	\$1,450.00
08/21/15	CSU Fresno - Rec Sports & Fitness Grp		1	EMS Safety Services - PM Class (8/20)	Onsite Training		\$975.00	\$975.00	\$1,450.00
08/26/15	General			Computer microphone	B. Escoubas				\$183.11
08/27/15	AORMA-General			AOA Presentation Draft	B. Escoubas	1.5	\$147.00	\$147.00	\$225.00
08/31/15	SFSU, Univ. Union		1.5	EMS Safety Services Class (Aug 26-27)	Onsite Training		\$1,875.00	\$1,875.00	\$2,175.00
08/31/15	CSUN - Univ Corp			GHS Program Update	B. Escoubas	1	\$98.00	\$98.00	\$150.00
8/31 - 9/1/15	Sac State - UEI			Audio for Cart Safety Program	B. Escoubas	2	\$196.00	\$196.00	\$300.00
Aug Totals			7.25			63.00	\$10,824.00	\$11,375.18	\$15,815.61
09/08/15	SDSU			Assessing Risk Presentation	B. Escoubas	4	\$392.00	\$392.00	\$600.00
09/03/15				Presi Presentation Software	B. Escoubas			\$20.00	\$20.00
09/19/15	CSU Fresno - Rec Sports & Fitness Grp		1	EMS Safety Services - CPR, AED & Basic First Aid Certification	Onsite Training	1	\$1,275.00	\$1,275.00	\$1,450.00
9/15 - 9/18/15	AORMA-General			AOA Risk Assessment	B. Escoubas	3	\$294.00	\$294.00	\$450.00
09/17/15	CSU Fullerton - Aux Svcs			Material handling and back belts	B. Escoubas	1.5	\$147.00	\$147.00	\$225.00
9/21 - 9/22/15	General			AOA Risk Assessment, Case Study	B. Escoubas	4	\$392.00	\$392.00	\$600.00
9/23 - 9/25/15	SDSU		2	AOA Risk Assessment Presentation	B. Escoubas	18	\$1,764.00	\$2,599.52	\$2,900.00
09/23/15	Cal Poly Pomona - Univ. Village Apts		1.25	EMS Safety Svcs - adult CPR, AED & Basic First Aid Certification	Onsite Training	1	\$1,690.00	\$1,690.00	\$1,812.50
09/28/15	SFSU Univ Corp			Sierra Nevada Field Campus Assessment	B. Escoubas	1	\$98.00	\$98.00	\$150.00
09/29/15	General			Admin	B. Escoubas	1.5	\$147.00	\$147.00	\$225.00
9/29 - 9/30/15	Sacramento-UEI			Safety training for contract ee	B. Escoubas	1.5	\$147.00	\$147.00	\$225.00
9/29 - 9/30/15	General			Business continuity consultants	B. Escoubas	0.75	\$73.50	\$73.50	\$112.50
September Totals			4.25			37.25	\$6,419.50	\$7,275.02	\$8,770.00
10/6 - 10/2/15	General			Contact management system for smartphone	B. Escoubas	2.75	\$269.50	\$269.50	\$412.50
10/13 - 10/15/15	Sierra Nevada Field Campus, SFSU Univ Corp		1.5	Travel, Site visit to field campus,	B. Escoubas	17.00	\$1,666.00	\$1,666.00	\$2,175.00
10/19/15	SFSU - Univ. Corp			Sierra Nevada Field Campus PPT	B. Escoubas	4	\$392.00	\$392.00	\$600.00
10/19 - 10/21/15	General			Contact management system for smartphone	B. Escoubas	4	\$392.00	\$392.00	\$600.00

AUXILIARY ORGANIZATION RISK MANAGEMENT ASSOCIATION 2015-16

1/30/2016

DATE	ACCOUNT NO.	Safety Day - Project Name	No. Safety Days	PROJECT DETAILS	CONSULTANT/ COMPANY	NO. OF HOURS	TOTAL LABOR	Total Cost	TOTAL INVOICE AMT
10/23/15	ASI Pomona			ANSI Standard for First Aid	B. Escoubas	1.25	\$122.50	\$122.50	\$187.50
10/26/15	SFSU - Univ. Corp			Sierra Nevada Field Campus Summary to U Corp	B. Escoubas	0.5	\$49.00	\$49.00	\$75.00
10/27/15	SJSU Research Foundation			Ergo Assessments	B. Escoubas	9	\$882.00	\$882.00	\$1,350.00
							\$0.00	\$0.00	\$0.00
October Totals			1.5			38.50	\$3,773.00	\$3,773.00	\$5,400.00
11/05/15	Cal Poly Pomona (ASI)			Pre-walk thru inspections	K. Loisel	8.5	\$382.50	\$382.50	\$1,275.00
11/02/15	CSUN - Univ Corp			Travel, Annual safety walk thru	A. Lazar	7.5	\$487.50	\$490.38	\$1,127.88
11/12/15	Cal Poly Pomona (ASI)			Follow up correspondence to Jennifer Taylor, Manny Gaeta	K. Loisel	0.5	\$22.50	\$22.50	\$75.00
11/02/15	SJSU Research Foundation			Ergo Reports	B. Escoubas	3	\$294.00	\$294.00	\$450.00
11/03/15	Cal Poly Pomona ASI			Skillport and Online Haz Waste training	B. Escoubas	1.25	\$122.50	\$122.50	\$187.50
11/13/15	General			Smartphone contact management call	B. Escoubas	1.5	\$147.00	\$147.00	\$225.00
11/20/15	SFSU - Univ. Corp			Sierra Nevas Research Center presentation to SFSU	B. Escoubas	5	\$490.00	\$490.00	\$750.00
							\$0.00	\$0.00	\$0.00
November Totals			0			27.25	\$1,946.00	\$1,948.88	\$4,090.38
11/30 - 12/1/15	Pomona - ASI			Propane tank and heater storage policy (review)	B. Escoubas	1.75	\$171.50	\$171.50	\$262.50
12/02/15	General			App for smartphone	B. Escoubas	1.5	\$147.00	\$147.00	\$225.00
12/2 - 12/3/15	SFSU - ASI			Risk management policy peer review	B. Escoubas	2.25	\$220.50	\$220.50	\$337.50
12/4 - 12/5/15	SFSU - Univ. Union		1.5	Adult CPR, AED & First Aid Certification - 25 students	OnSite Training		\$0.00	\$1,875.00	\$2,212.50
12/10/15	UEI - Sacramento			Bicycle use for business, policy review	B. Escoubas	1.5	\$147.00	\$147.00	\$225.00
12/10/15	CSULB - 49er shops			First aid, CPR, and safety grant policy review	B. Escoubas	1.25	\$122.50	\$122.50	\$187.50
12/15 - 12/18/15	UEI - Sacramento			Food Service Safety Manual	B. Escoubas	5	\$490.00	\$490.00	\$750.00
12/16 - 12/17/15	SFSU - Univ Corp			Sierra Nevada Field Campus Report	B. Escoubas	5.5	\$539.00	\$539.00	\$825.00
12/21/15	SFSU - Univ Corp			Outdoor first aid certification	B. Escoubas	1	\$98.00	\$98.00	\$150.00
12/23/15	Sacramento - UEI			Food Service Safety Manual	B. Escoubas	1	\$98.00	\$98.00	\$150.00
							\$0.00	\$0.00	\$0.00
December Totals			1.5		-----	20.75	\$2,033.50	\$3,908.50	\$5,325.00
1/7 - 1/8/16	Sacramento - UEI			Ergo report review 2014	B. Escoubas	1.25	\$122.50	\$122.50	\$187.50
01/11/16				Admin	B. Escoubas	2.00	\$196.00	\$196.00	\$300.00

AUXILIARY ORGANIZATION RISK MANAGEMENT ASSOCIATION 2015-16

1/30/2016

DATE	ACCOUNT NO.	Safety Day - Project Name	No. Safety Days	PROJECT DETAILS	CONSULTANT/ COMPANY	NO. OF HOURS	TOTAL LABOR	Total Cost	TOTAL INVOICE AMT
01/12/16	Sacramento - UEI		1	Ergo Evaluations	B. Escoubas	8.00	\$784.00	\$784.00	\$1,475.00
01/21/16	Loker Student Union			Research - Fall protection from dock	B. Escoubas	2.00	\$196.00	\$196.00	\$300.00
1/21 - 1/22/16	Sacramento - UEI			Update cart program	B. Escoubas	1.50	\$147.00	\$147.00	\$225.00
1/19 - 1/22/16	Cal Poly Pomona - Foundation			Risk management review survey development (conf call/review docs)	B. Escoubas	3.25	\$318.50	\$318.50	\$487.50
1/19 - 1/22/16	Cal Poly Pomona - Foundation			Site visit review	B. Escoubas	2.00	\$196.00	\$196.00	\$300.00
1/22/16	Cal Poly Pomona - Foundation			Walk-thru inspections	K. Loiselle	7.00	\$294.00	\$304.00	\$1,060.00
1/24 - 1/26/16	Cal Poly Pomona - Foundation			Safety Meeting Presentation (walk-thru inspections)	K. Loiselle		\$0.00	\$0.00	\$0.00
1/24 - 1/25/16	Cal Poly Pomona - Foundation			Site visit peer review	B. Escoubas	2.00	\$196.00	\$196.00	\$300.00
1/24 - 1/27/16	Cal Poly Pomona - Foundation		1	Powerpoint for 1/26 safety committee meeting. Travel - present during safety committee meeting. Correspondence (A. McLoughlin) - additional resources, create inspection/corrective action template	K. Loiselle	8.00	\$336.00	\$336.00	\$1,475.00
1/26/16	Cal Poly Pomona - Foundation			Ergo Assessment - Leslie Reed-Jones	K. Loiselle	1.00	\$42.00	\$42.00	\$150.00
1/25/16	Cal Poly Pomona - Foundation			Risk Management survey review	B. Escoubas	0.50	\$49.00	\$49.00	\$75.00
January Totals			2		-----	38.50	\$2,877.00	\$2,887.00	\$6,335.00
TOTAL SAFETY DAYS USED (2015-16):			19.75	TOTAL FUNDS USED TO DATE:		272.25	\$33,028.25	\$36,483.33	\$52,640.49

1/30/2016				BALANCE	\$30,970.74
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REVIEW OF THE TARGET SOLUTIONS UTILIZATION REPORT

ISSUE: Attached for the Committee's review is the TargetSolutions utilization report.

RECOMMENDATION: No action is recommended. This item is for information only.

FISCAL IMPACT: The FY 15/16 annual fee for TargetSolutions is \$80,750. This cost is currently included within the CSURMA AORMA budget and therefore, has already been collected from each Auxiliary Organization.

BACKGROUND: The term of the current contract is July 1, 2015 to June 30, 2016. Target Solutions has been providing online training to AORMA members since 2012.

PUBLICATION: None.

ATTACHMENT(S):

- a. TargetSolutions – January, 2016 Utilization Report

TargetSolutions Utilization Report	JANUARY 2016
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	May	June	July	August	September	October	November	December	January	Last 12 months
Active Users	11,863	11,920	11,892	12,154	11,977	12,328	12,612	12,707	12833	19,538
Total Active and Offline Registered Users	17,891	17,992	17,830	18,319	18,402	18,730	19,191	19,419	19538	12,833
Courses Completed-Users	456	452	594	489	395	745	544	300	235	5,203
Courses Completed-Total	801	749	1097	1,036	714	1,248	692	400	393	8,929
Custom Activities Completed-Users	424	226	154	121	236	345	291	192	251	2,218
Custom Activities Completed-Total	829	308	371	598	1068	1039	880	648	1009	10,001

Member Organization	Total Active and Offline Users	Registered Users	Users	Courses Completed- Total	Users	Custom Activities Completed- Total
			Completing One or More Course		Completing One or More Custom Activity	
AORMA	5	3	0	0	0	0
Associated Students of Sonoma State University	46	33	0	0	0	0
Cal Poly Pomona ASI	500	428	7	7	0	0
Cal Poly Pomona Foundation	1,342	837	0	0	4	4
Cal Poly San Luis Obispo ASI	689	187	6	6	138	233
Cal Poly San Luis Obispo Corporation	373	269	0	0	0	0
Cal Poly SLO ASI Admin	1	1	0	0	0	0
California Maritime Academy	282	3	0	0	0	0
CSU Bakersfield Student Union	1	1	0	0	0	0
CSU Channel Islands	27	21	1	1	0	0
CSU Chico ASI	289	243	5	5	0	0
CSU Chico Research Foundation	768	472	4	4	1	1
CSU Dominguez Hills ASI	28	23	0	0	0	0
CSU Dominguez Hills Foundation	98	46	0	0	0	0
CSU Dominguez Hills Loker University Student Union	46	46	1	2	0	0
CSU East Bay ASI	3	2	0	0	0	0
CSU East Bay Foundation	352	116	1	1	0	0
CSU Fresno Athletics Corporation	1	1	0	0	0	0
CSU Fullerton ASI	509	502	19	67	19	114
CSU Fullerton Auxiliary Services Corp	471	371	1	1	52	610
CSU Long Beach ASI	906	651	10	18	0	0
CSU Long Beach Forty-Niner Shops	367	183	5	5	5	5
CSU Long Beach Foundation	141	139	7	7	0	0
CSU Los Angeles ASI	50	4	0	0	0	0
CSU Los Angeles University Student Union	343	309	4	4	0	0
CSU Los Angeles, Auxiliary Services	4	3	0	0	0	0
CSU Monterey Bay University Corporation	769	513	25	41	2	2
CSU Northridge ASI	369	368	14	40	6	14
CSU Northridge University Corporation	319	248	1	1	3	3
CSU Northridge University Student Union	685	669	14	34	14	14
CSU Sacramento ASI	523	160	0	0	0	0
CSU Sacramento Capital Public Radio	56	55	0	0	0	0
CSU Sacramento University Enterprises, Inc.	961	782	14	14	1	1
CSU San Bernardino ASI	3	3	0	0	0	0
CSU San Bernardino Santos Manuel Student Union	527	351	1	1	0	0
CSU San Bernardino UE	65	60	0	0	0	0
CSU San Marcos Univ Auxiliary & Research Services	111	86	0	0	0	0
CSU Stanislaus	44	40	0	0	0	0
Fresno State Auxiliary Services	858	633	10	13	0	0
Humboldt State University, Univ Center	41	37	0	0	0	0
SDSU ASI	1,415	798	3	4	1	3
SDSU Aztec Shops	363	348	2	2	0	0
SDSU Research Foundation	2,917	1,293	14	35	0	0
SFSU ASI	105	97	3	3	0	0
SFSU Center	7	5	0	0	0	0
SFSU Franciscan Shops	76	66	0	0	0	0
SJSU ASI	324	307	6	19	0	0
SJSU Research Foundation	123	46	0	0	0	0
SJSU Spartan Shops	1,102	896	57	58	0	0
SJSU Student Union	110	59	0	0	5	5
SJSU Tower Foundation	22	18	0	0	0	0
Union Well Inc	1	1	0	0	0	0
	19,538	12,833	235	393	251	1,009

Last 12 Months

Member Organization	Total Active and Offline Users	Registered Users	Users Completing One or More Course	Courses Completed-Total	Users Completing One or More Custom Activity	Custom Activities Completed-Total
AORMA	5	3	0	0	0	0
Associated Students of Sonoma State University	46	33	0	0	0	0
Cal Poly Pomona ASI	500	428	405	409	1	1
Cal Poly Pomona Foundation	1,342	837	86	189	365	438
Cal Poly San Luis Obispo ASI	689	187	143	193	497	4,013
Cal Poly San Luis Obispo Corporation	373	269	49	55	53	76
Cal Poly SLO ASI Admin	1	1	0	0	0	0
California Maritime Academy	282	3	0	0	0	0
CSU Bakersfield Student Union	1	1	0	0	0	0
CSU Channel Islands	27	21	5	5	3	3
CSU Chico ASI	289	243	152	168	1	2
CSU Chico Research Foundation	768	472	18	18	2	3
CSU Dominguez Hills ASI	28	23	16	18	1	1
CSU Dominguez Hills Foundation	98	46	30	36	25	25
CSU Dominguez Hills Loker University Student Union	46	46	46	139	44	48
CSU East Bay ASI	3	2	0	0	0	0
CSU East Bay Foundation	352	116	9	9	1	1
CSU Fresno Athletics Corporation	1	1	0	0	0	0
CSU Fullerton ASI	509	502	443	1,068	237	1,437
CSU Fullerton Auxiliary Services Corp	471	371	65	66	286	2,996
CSU Long Beach ASI	906	651	228	320	2	2
CSU Long Beach Forty-Niner Shops	367	183	120	135	70	70
CSU Long Beach Foundation	141	139	110	110	0	0
CSU Los Angeles ASI	50	4	0	0	0	0
CSU Los Angeles University Student Union	343	309	54	58	2	2
CSU Los Angeles, Auxiliary Services	4	3	0	0	0	0
CSU Monterey Bay University Corporation	769	513	324	685	5	5
CSU Northridge ASI	369	368	133	420	32	80
CSU Northridge University Corporation	319	248	104	106	70	80
CSU Northridge University Student Union	685	669	520	1,338	345	484
CSU Sacramento ASI	523	160	33	38	0	0
CSU Sacramento Capital Public Radio	56	55	0	0	0	0
CSU Sacramento University Enterprises, Inc.	961	782	427	444	7	10
CSU San Bernardino ASI	3	3	0	0	0	0
CSU San Bernardino Santos Manuel Student Union	527	351	19	19	0	0
CSU San Bernardino UE	65	60	33	36	0	0
CSU San Marcos Univ Auxiliary & Research Services	111	86	31	31	1	1
CSU Stanislaus	44	40	6	9	0	0
Fresno State Auxiliary Services	858	633	170	227	1	1
Humboldt State University, Univ Center	41	37	3	3	0	0
SDSU ASI	1,415	798	284	372	66	69
SDSU Aztec Shops	363	348	253	307	1	1
SDSU Research Foundation	2,917	1,293	219	878	4	4
SFSU ASI	105	97	62	64	1	1
SFSU Center	7	5	0	0	0	0
SFSU Franciscan Shops	76	66	0	0	0	0
SJSU ASI	324	307	162	496	3	3
SJSU Research Foundation	123	46	0	0	0	0
SJSU Spartan Shops	1,102	896	439	457	50	87
SJSU Student Union	110	59	1	1	42	57
SJSU Tower Foundation	22	18	1	2	0	0
Union Well Inc	1	1	0	0	0	0
19,538	12,833	5,203	8,929	2,218	10,001	

REVIEW OF THE EMPLOYERS GROUP UTILIZATION REPORT

ISSUE: Attached for the Committee's review is the Employers Group utilization report.

RECOMMENDATION: No action is recommended. This item is for information only.

FISCAL IMPACT: Currently, the annual rate per Auxiliary Organization is \$507. This expense is included within the CSURMA AORMA budget and therefore, has already been collected from each auxiliary member.

BACKGROUND: The term of the current contract is July 1, 2014 to June 30, 2017. The Employers Group has been providing HR consulting services to AORMA members since March 1, 2011.

PUBLICATION: None.

ATTACHMENT(S):

- a. Employers Group Utilization Report

**AORMA - HR Consulting
Employers Group
Utilization Report - As of 2/10/2016**

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Type of Activity	Activity - As of 7/15/2011	Activity - As of 1/23/2013	Activity - As of 5/20/2013	Activity - As of 8/14/2013	Activity - As of 11/1/2013	Activity - As of 1/24/2014	Activity - As of 3/28/2014	Activity - As of 7/15/2014	Activity - As of 4/9/2015	Activity - As of 6/17/2015	Activity - As of 2/10/2016	Notes
Helpline Calls	54	388	438	455	479	501	520	532	601	621	702	2/10/2016 - 45 Auxiliaries have called.
Resource Library	22	130	151	166	185	201	211	229	252	260	267	
Comp/Benefits Survey Participation	2	4	6	6	6	7	7	7	7	8	10	
Roundtable/Webinar Attendance	8	29	44	59	67	68	77	92	129	145	158	Includes roundtables, fee-based and free webinars
Public Workshop Trainings*	4	8	9	10	11	15	15	16	21	22	25	
Registration - Workplace/Employment Law Update		21	21	21	33	38	38	38	50	50	61	Includes 2015 WELUs
Inquiry/Proposed – On-Site Training*	5	14	18	19	30	31	33	35	40	41	42	
Contracted - On-Site Training	0	11	14	14	23	26	27	28	32	33	36	Includes on-going coaching program
Inquiry/Proposed - On-Line training		4	5	6	7	7	7	7	7	7	8	
Contracted - On-Line Training		3	3	4	4	4	4	4	4	4	4	
Inquiry/Proposed Affirmative Action Planning	2	10	11	12	13	14	15	16	19	20	22	(Includes one OFCCP audit)
Contracted - Affirmative Action Planning	0	6	7	7	8	9	9	10	13	13	14	
Contracted - Affirmative Action Plan Audit Support	0	1	1	1	1	1	1	1	1	1	1	
Inquiry/Proposed – Employee Handbook*	3	3	3	3	4	4	5	5	6	6	6	3 Contracted
Inquiry/Proposed – E.O.S.*	1	1	1	1	1	1	1	1	3	7	8	6.17 - Interest in new free EOS.
Contracted - EOS	0	1	1	1	1	1	1	1	1	1	3	
Inquiry/Proposed – Consulting*	2	8	8	9	10	10	11	15	17	17	18	
Contracted - Consulting	0	1	1	1	1	4	5	9	11	11	11	10 comp evals, 1 job description assignment
Inquiry/Proposal - Unemployment Insurance Management	1	3	3	3	3	3	3	3	3	3	3	
Contracted - Unemployment Insurance Management	0	1	1	1	1	1	1	1	1	1	1	Not including CSURMA Pooled Program
Inquiry/Proposal - Comp.Benefits Planning	0	7	9	10	11	11	12	12	13	13	14	
Contracted - Research, Comp/Benefits Planning	0	3	4	5	6	6	7	7	7	8	8	One Pending - To begin Q1 2016
Other (Books, CD ROMs, Posters, etc.	0	2	3	3	3	4	4	4	5	5	6	

2016 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 – 2016 Meeting Calendar



California State University Risk Management Authority

2016 CSURMA MEETING CALENDAR

JANUARY				FEBRUARY				MARCH			
Date	Time	Committee	Location	Date	Time	Committee	Location	Date	Time	Committee	Location
9		AOA EC	Sacramento	25	1:00 PM	PC	Teleconference	10	10:00 AM	AORMA	San Francisco
10	3:00 PM	EC (AOA Conference)	Sacramento					10	2:00 PM	EC	San Francisco
10 - 13		AOA Annual Conference	Sacramento					11	8:30 AM	EC LRP	San Francisco
11	10:30 AM	AIME	Sacramento					18		AOA EC	TBD
APRIL				MAY				JUNE			
Date	Time	Committee	Location	Date	Time	Committee	Location	Date	Time	Committee	Location
				2	10:30 AM	AIME	Northridge	17		AOA EC	TBD
				5	10:00 AM	AORMA	Long Beach	23	1:00 PM	PC	Teleconference
				5	2:00 PM	BOD Orientation	Teleconference				
				6	9:00 AM	EC	Long Beach				
				6	10:30 AM	BOD	Long Beach				
JULY				AUGUST				SEPTEMBER			
Date	Time	Committee	Location	Date	Time	Committee	Location	Date	Time	Committee	Location
12 - 13	11:00 AM	AORMA Officers Retreat	TBD	19		AOA EC	TBD	7	9:00 AM	AORMA New Member	Long Beach
								7	10:00 AM	AORMA LRP	Long Beach
								8	9:00 AM	AORMA	Long Beach
								8	4:00 PM	EC Orientation	Long Beach
								9	8:30 AM	EC	Long Beach
								29	1:00 PM	PC	Teleconference
OCTOBER				NOVEMBER				DECEMBER			
Date	Time	Committee	Location	Date	Time	Committee	Location	Date	Time	Committee	Location
17	10:30 AM	AIME	SF or SJ	18		AOA EC	TBD	1	10:00 AM	AORMA	Long Beach
20	10:00 AM	AORMA	TBD	2	2:00 PM	EC (FTPT Conference)	Sacramento	2	8:30 AM	EC	Long Beach
				2	4:30 PM	BOD (FTPT Conference)	Sacramento	8	8:00 AM	PC	San Francisco
				3-4		FTPT Conference	Sacramento				

AORMA = Auxiliary Organizations Risk Management Alliance Committee
 AIME = Athletic Injury Medical Expense Committee
 MSLCTC = AORMA Member Services, Loss Control & Training Committee

PC = AORMA Programs Committee
 AORMA LRP = AORMA Long Range Planning Meeting
 AOA = CSU Auxiliary Organizations Association

EC = CSURMA Executive Committee
 EC LRP = EC Long Range Planning Meeting
 BOD = CSURMA Board of Directors

FY 15/16 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 15/16 AORMA Long Range Action Plan

FY 2015/16 CSURMA AORMA LONG RANGE ACTION PLAN

GOAL	ACTION / TASK	RESPONSIBLE ENTITY	DEADLINE	STATUS	
LRP-1 Risk Reduction Innovation Matching Grant Incentive Program					
Promote the Matching Grant Program	1	Create a bulletin that describes the types of projects that may be approved as an innovation grant	PA	Oct., 2015	Completed
	2	Review grant applications	PA, AORMA	Dec., 2015	In Process
	3	Evaluate Policy & Policy A-6 and recommend changes as appropriate	PA, AORMA	Mar., 2016	
LRP-2 Monthly AORMA Update Newsletter					
Create a AORMA Newsletter to be sent out monthly	1	Create template for the newsletter	PA	Oct., 2015	Completed
	2	Finalize topics for the October newsletter	PA	Oct., 2015	In Process
	3	Send out newsletter and post on CSURMA website	PA	Oct., 2015	In Process
LRP-3 Workers' Compensation Claims Closure Initiative					
Development of a plan for closure of very old claims	1	Identify AORMA claims for action, adopt strategy	PA, SRM, Sedgwick, Consultant	TBD	
	2	Status report to AORMA Committee	PA, SRM	Dec., 2015	
LRP-4 Campus Visit Member Presentation					
Update Campus Visit Member Presentation	1	Update Campus Visit Presentation	PA	Oct., 2015	Completed
	2	Present to Auxiliary Organizations throughout the year		Continuous	
LRP-5 CSURMA Website					
Complete upgrades to the CSURMA website	1	Update Website - make nomenclature consistent and add definitions	PA	Oct., 2015	In Process
	2	Resolve password issue by allowing members to change their passwords	PA	Jan., 2016	
LRP-6 Cyber Risk Control Services					
Raise awareness of CSURMA's Cyber Risk Control Services	1	Create a Cyber Liability informational bulletin explaining the services currently available	PA	Dec., 2015	
	2	Include Cyber Liability tip in each of the monthly AORMA updates	PA	Continuous	
LRP -7 Benchmarking Initiative					
Develop a workers' compensation statistical industry benchmarking operation	1	Initial report to AORMA Committee	PA, SRM	Oct., 2015	Completed
	2	Report to AORMA Membership at AOA Conference	PA, SRM	Jan., 2016	
	3	Presentation of sustainable long term benchmarking program	PA, SRM	Mar., 2016	
	4	Approval of long term benchmarking project scope and costs	AORMA, EC	Mar., 2016	

FY 2015/16 CSURMA AORMA LONG RANGE ACTION PLAN

GOAL	ACTION / TASK	RESPONSIBLE ENTITY	DEADLINE	STATUS	
LRP-8 Evaluation of Campus Threat Assessment					
Integration of Auxiliary Organizations into the Campus Continuity of Operations (COOP) and Emergency Operations Plan (EOP)	1	Review Campus EOP and COOP for integration of the Auxiliary Organizations	Witt O'Briens	Oct. - Dec., 2015	In Process
	2	Develop a list of Auxiliary Organization resource contacts to collaborate on threat assessment	PA	Jan., 2016	
	3	Begin outlining how best to integrate or address Auxiliary Organizations within in the Campus EOP and COOP	PA, SRM, Witt O'Briens	Jan., 2016	
	4	Develop and provide Campuses and Auxiliaries Organizations with good practices in addressing the issue at hand while providing a plan addendum template	PA, SRM, Witt O'Briens	June, 2016	
	5	Develop some training sessions/webinars etc.	PA, SRM, Witt O'Briens	June, 2016	
LRP-9 Watercraft Program / Insurance Tracking Program					
Create schedule of all owned watercraft as well as stand-alone watercraft policies purchased	1	Survey Campus Risk Managers for list of owned watercraft as well as separate watercraft policies purchased	PA	Oct., 2015	Completed
	2	Survey Auxiliary Organization for list of watercraft owned or used in navigatable water and/or over 50 feet	PA	Oct., 2015	Completed
	3	Create list of watercraft owned or used by campuses and auxiliaries, as well as separate insurance purchased	PA	Dec., 2015	In Process
LRP-10 Creation of Executive Overview CSURMA AORMA Presentation					
Create an Executive Overview of the CSURMA AORMA Programs	1	Create presentation for the AORMA Big Picture AOA Conference	PA	Jan., 2016	
	2	Post on CSURMA website	PA	Jan., 2016	
	3	Disseminate information to the AORMA members	PA	Jan., 2016	
LRP-11 Smart Phone Application for CSURMA AORMA Contact Information					
Purchase a smart phone application for all CSURMA and AORMA Contacts	1	Review options available	PA	Oct., 2015	Completed
	2	Present options and costs to the AORMA Committee	PA	Dec., 2015	In Progress
	3	Report to AORMA Membership at AOA Conference	PA	Jan., 2016	
BOD: CSURMA Board of Directors			EC: CSURMA Executive Committee		

FY 2015/16 CSURMA AORMA LONG RANGE ACTION PLAN

GOAL		ACTION / TASK	RESPONSIBLE ENTITY	DEADLINE	STATUS
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, 2015.

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 07/01/15

AORMA Committee
Ten voting members - two alternates - twelve members total
Effective at July 1, 2015

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	Vice Chair	Guy Dalpe	Managing Director	San Francisco	Associated Students, Inc., San Francisco State University	gdalpe@sfsu.edu	415-338-1044
AORMA	Past Chair	Robert de Wit	Chief Financial Officer	Long Beach	Forty-Niner Shops, Inc., CSU Long Beach	rdewit@csulb.edu	562-985-5549
AORMA	Ex Officio	Dwayne Brummett	Director of Business Services	San Luis Obispo	Associated Students, Inc., Cal Poly San Luis Obispo	dbrummet@calpoly.edu	805-756-5768
AORMA	At Large	Brian Nowlin	Chief Operating Officer	Long Beach	California State University, Long Beach Research Foundation	Brian.Nowlin@csulb.edu	562-985-4690
AORMA	At Large	Cheree Aguilar	Senior Director, Human Resources	San Jose	San Jose State University Research Foundation	cheree.aguilar@sjsu.edu	408-924-1505
AORMA	At Large	Dave Nakamura	Executive Director	Humboldt	Humboldt State University Center	dave.nakamura@humboldt.edu	707-826-4878
AORMA	At Large	Dave Nirenberg	Senior Director	Channel Islands	University Glen Corporation	dave.nirenberg@csuci.edu	805-437-2668
AORMA	At Large	Gigi Kiama	Human Resources Director	Monterey Bay	The University Corporation at Monterey Bay	gkiama@csumb.edu	831-582-4301
AORMA	At Large	Jim Reinhart	Executive Director	Sacramento	University Enterprises, Inc. (UEI)	Jim.Reinhart@csus.edu	916-278-7001
AORMA	At Large	Keith Kompasi	Director, Foundation Financial Services	Fresno	Fresno Association, Inc., CSU Fresno	kkompasi@csufresno.edu	559-278-0838
AORMA	At Large	Leslie Davis	Executive Director	Sacramento	University Union Operation of CSUS, Inc.	leslied@saclink.csus.edu	916-278-2904

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	Guy Dalpe	Managing Director	San Francisco	Associated Students, Inc., San Francisco State University	gdalpe@sfsu.edu	415-338-1044
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	Raven Tyson	Human Resources & Risk Manager	San Diego	Associated Students of San Diego State University	raven.tyson@sdsu.edu	619-594-3760