

2. **FY 16/17 Pooled Program Funding Status**
 - a. **Campus Risk Pools Funding Status at June 30, 2015** I p. 72
The Board will receive a report on the pooled program funding status at June 30, 2015.
 - b. **Evaluation of Potential Campus Risk Pool Dividends and Assessments** A p. 76
The Board will be asked to approve the proposed dividends and delegate authority to the AIME committee to distribute in accordance to the policies and procedures.
 - c. **Actuarial Reports for Campus Liability, Campus Workers' Compensation and Athletic Injury Medical Expense (AIME) Programs** I p. 88
The Board will be asked to review the actuarial reports.
3. **FY 2016/2017 Rates and Gross Funding Campus Coverage Programs** A p. 96
The Board will be asked to review and adopt the Campus coverage program rates and funding for the program year 16/17.
4. **Policy and Procedure No. 15 – Responsibilities of the Treasurer and the Secretary-Auditor** A p. 105
The Board will be asked to approve the revisions to Policy and Procedure No. 15, with modifications as appropriate.
5. **Draft Policy and Procedure No. 23 - Additional Covered Party Endorsement** A p. 109
The Board will be asked to approve Policy and Procedure No. 23, with revisions as appropriate.
6. **Review of FY 2015/2016 Long Range Planning Goals** I p. 112
The Board will be asked to review the FY 15/16 Long Range Planning Goals.
7. **Resolution Recognizing the Contributions** A p. 116
The Board will be asked to adopt the BOD resolutions recognizing the contributions.
 - a. George Askhar – Resolution No. 03-15
 - b. Kurt Borsting – Resolution No 04-15
 - c. David Prenovost – Resolution No. 05-15
 - d. Cynthia Teniente-Matson – Resolution No. 06-15
 - e. Michael Thorpe – Resolution No. 07-15
 - f. Patricia Worley – Resolution No. 08-15

- E. AUXILIARY ORGANIZATIONS INSURANCE PROGRAMS**
- TH 1. AORMA Programs Update** **I p. 128**
The Board will receive a verbal report on the AORMA programs.
- F. CLOSED SESSION Pursuant to Cal. Gov. Code Sec. 11126(e)(1) & 11126(f)(1)**
Action may be taken per Government Code Section 11126(e)(1) & 1126(f)(1). Please refer to the below list of claims that may be discussed. The Committee may assess and evaluate pending claims and related issues and take action or provide direction to Staff regarding the litigation described below.
- No items are scheduled for closed session.*
- G. INFORMATION ITEMS**
- 1. Program Administrator’s Stewardship Report** **I p. 129**
Staff will present the Stewardship Report to the Board.
- 2. California Fair Political Practices Commission – Statement of Economic Interest (Form 700) Electronic Filing** **I p. 162**
**** TIME CERTAIN – 11:30 AM ****
The Committee will hear a report regarding the new electronic filing process for Form 700’s.
- 3. On-Line Education Multi-State Surety Initiative** **I p. 164**
The Board will hear a report on the Multi-State Surety Initiative Project
- 4. Benchmarking Project Status** **I p. 165**
The Board will receive the initial report of activity.
- 5. Insurance Policy Database** **I p. 166**
The Board will hear an overview of the Insurance Policy Database to be used to store all of CSURMA’s historical insurance policies .
- 6. Development of Fine Arts, Archives and Artifacts Program** **I p. 175**
The Board will hear an overview of the Fine Arts, Archives and Artifacts program that has been added to the Campus Property Program.
- 7. Student Placement Agreements** **I p. 195**
The Board will review the master insurance and indemnity language for the master student placement agreements.
- 8. CSURMA Administrative Service Calendar** **I p. 213**
The Board will be asked to review the CSURMA Administrative Service Calendar and provide direction to staff as appropriate.

9. CSURMA Board of Directors and Staff Contact List

I p. 219

The Board will be asked to review the CSURMA Board of Directors contact information and provide Staff with revisions.

H. ADJOURNMENT

The next Board of Directors meeting is scheduled for Friday, May 6, 2016, in Long Beach, CA

If you have questions regarding the agenda package, please contact

Mimi Long at mlong@alliant.com / (415) 403-1423 or Tevea Him at thim@alliant.com / (415) 403-1416

Teleconference Locations:

1. CSU Chancellor's Office, 401 Golden Shore, Long Beach, CA
2. CSU Chico, Building KNDL 205, 400 West First Street, Chico, CA
3. Humboldt State University, Student & Business Services Building, 1 Harpst Street, SBS 345, Arcata, CA
4. San Diego State University, Administration Bldg. Rm. AD-320, 5500 Campanile Drive, San Diego, CA
5. San Jose State University, One Washington Square, San Jose, CA
6. Sonoma State University, Police and Safety Services, 1801 East Cotati Ave, Rohnert Park, CA
7. CSU Stanislaus, Building MSR 27, One University Circle, Turlock, CA

APPROVAL OF THE AGENDA

ISSUE: The Board of Directors will be asked to approve the agenda for today's meeting.

RECOMMENDATION: The Board of Directors is asked to review and approve the proposed agenda before discussion of any business.

FISCAL IMPACT: None.

BACKGROUND: None.

PUBLICATION: None.

ATTACHMENT(S): None.

APPROVAL OF MINUTES – APRIL 27, 2015

ISSUE: The Board of Directors will be asked to review and approve the draft minutes from its April 27, 2015 meeting.

RECOMMENDATION: It is recommended that the Board of Directors approve the minutes from its April 27, 2015 meeting, including corrections as necessary.

FISCAL IMPACT: None.

BACKGROUND: The minutes reflect the actions taken by the Board of Directors at its last meeting.

PUBLICATION: The approved minutes will be uploaded to the CSURMA website.

ATTACHMENT(S):

- a. CSURMA Board of Directors Meeting Minutes – April 27, 2015

**MINUTES OF THE
CSURMA BOARD OF DIRECTORS MEETING**

April 27, 2015

**SHERATON SAN DIEGO HOTEL & MARINA
BAY TOWER (BEL AIRE BALLROOM)
1380 Harbor Island Drive, San Diego, CA 92101**

4:00 PM

A. CALL TO ORDER

The meeting was called to order at 4:01 PM by the CSURMA Acting Chair Linda Hawk. Those members attending the meeting via teleconference agreed to abstain from motions so that action could be taken without roll call.

A1. Approval of the Agenda

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

MOTION: Frank Mumford
SECOND: Debbie Burns

Motion carried.

B. PUBLIC COMMENTS

There were no public comments.

C. CONSENT CALENDAR

- C1. Approval of Minutes – October 24, 2014**
- C2. Treasurer's Report at December 31, 2014**

A motion was made to approve each action items on the Consent Calendar as presented.

MOTION: Frank Mumford
SECOND: Lisa Chavez

Motion carried.

D. GENERAL ADMINISTRATION

D1. Report on Primary Coverage Program for Workers' Compensation

Daniel Howell explained that at its October 24, 2014 meeting, the CSURMA Board took action to delegate authority to the CSURMA Executive Committee to take action to join the EIA Primary and Excess Workers' Compensation Programs. The Executive Committee, at its December 5, 2014 meeting, considered the CSAC EIA proposal and took action to join the EIA Primary and Excess Workers' Compensation Programs for an 18-month period. Operational hurdles had been addressed so that participation would be transparent to the campuses and auxiliary organizations. Howell noted that CSURMA generally takes the approach of retaining risk when it can do so at a lower cost than risk transfer. CSURMA will transfer to CSAC EIA the first \$2,500,000 of each claim for the campuses and the first \$500,000 of each claim for the auxiliary organizations. CSAC EIA's cost for the reinsurance is less than CSURMA's actuarial estimated losses at a discounted "expected" confidence level. Therefore, based on current CSURMA funding guidelines the campus and auxiliary programs will have savings that will be added to each program's reserves and may be returned in the form of a dividend.

Zachary Gifford, CSU's Director of Systemwide Risk Management has been appointed to serve as an alternate on the EIA's Underwriting Committee. Gifford reiterated that CSAC EIA also has seven staff members who are devoted to loss control and that CSAC EIA offers many loss control services that the CSURMA can utilize.

D2. Campus Risk Pools Program Funding Status

Rob Leong summarized the risk pool exhibits which are prepared annually in accordance with the CSURMA's adopted funding policy for its self-funded pooling programs. The exhibits provide an analysis of the pooled program's funding position relative to the actuary's projection for CSURMA's minimum funding requirements and expected cash expenditures for program administration through June 30, 2015. The green section on the exhibit represents the amount of funds in excess of the outstanding losses at a 70% confidence level.

Leong noted that the estimated funding projection for the workers' compensation program indicates that this program has no unencumbered reserves. This is due to loss development and prior dividends and updated actuarial studies.

The Executive Committee will review the funding status upon completion of the financial audit at June 30, 2015, and will determine if there are opportunities to release any excess funds to its members as dividends. Dividends, if any, will reduce fund balances. A request was made by Ronald Cortez to provide a multi-year projection. Leong agreed to provide trending for additional years when this exhibit is presented to the Executive Committee in September, 2015.

D3. Adoption of the FY 2015/2016 CSURMA Operating Budget

Rob Leong summarized the FY 15/16 CSURMA Operating Budgets features. Systemwide Risk Management, Enterprise Accounting and the Program Administrators worked together to develop the proposed budget for FY 15/16.

Major features of the proposed Campus Programs budget include:

- Projected increase in Total contributions from \$72,397,277 to \$77,026,163.
- Projected increase in Liability contributions from \$13,434,901 to \$13,514,960 due to actuarial projected claim trend.
- Projected increase in Workers' Compensation contributions from \$33,196,159 to \$37,744,986 due to actuarial projected claim trend.
- Projected increase in IDL/NDL/UI contributions from \$12,500,000 to \$13,500,000 due to claims trend.
- Projected decrease in Property contributions from \$9,000,000 to \$8,000,000 due to change in Property rates. Premiums are subject to adjustment based on final reported total insured values (TIV).
- No change in AIME contributions of \$3,577,749 - pending recommendation of the AIME Committee.
- No change in Auto Liability contributions of \$688,468. Leong explained that the auto liability program costs actually increased by 23%, but the Executive Committee decided to fund the program at the FY 14/15 costs. This decision was made due to the Executive Committee's decision to recommend funding at an undiscounted basis.

The proposed Campus programs operating budget would develop Total Revenues of \$72,441,157 (net of reinsurance premiums), Total Operating Expenses of \$76,580,082, and Total Non-Operating Revenues of \$2,155,798, generating Net Deficit of \$1,983,127 to be funded by retained earnings. The preceding does not include projected Dividend Distributions during FY 2015/16, which, if any, will increase expenditures and decrease fund reserves.

Major features of the proposed **AORMA Programs** budget include:

- Projected decrease in Total contributions from \$14,716,434 to \$13,895,979.
- Projected decrease in Liability contributions from \$3,823,115 to \$3,747,378 due to actuarial projected claim trend and projected reinsurance premiums.
- Projected increase in Workers' Compensation contributions from \$4,382,449 to \$4,486,750 due to actuarial projected claim trend and projected excess insurance premium.
- Projected decrease in Property contributions from \$3,179,019 to \$2,357,000 due to change in total insured values and expected insurance premiums. Premiums are subject to adjustment based on final reported total insured values (TIV) and final negotiated rates.
- Projected decrease in Crime from \$337,000 to \$310,000 due to claims experience.

The proposed AORMA programs operating budget would develop Total Operating Revenues of \$11,366,979 (net of reinsurance premiums), Total Operating Expenses of \$13,158,079, and Total Non-Operating Revenues of \$342,933, generating a deficit \$1,448,887 to be funded by retained earnings.

Leong also noted that pursuant to California Government Code Section 53607, the Board is requested to delegate authority for a one-year period to the Treasurer to invest or to reinvest funds, or to sell or exchange securities so purchased, and to assume full responsibility for those transactions until the delegation of authority is revoked or expires, and to make a report of those transactions to the Board. Subject to review, the Board may renew the delegation of authority pursuant to this section each year.

A motion was made to adopt Resolution No. 01-15 (BOD) as presented.

MOTION: Guy Dalpe
SECOND: Mike Thorpe

Motion carried.

D4. Nominating Committee Report and Executive Committee Elections

At the February 8th Executive Committee meeting, Linda Hawk appointed a Nominating Committee of George Ashkar, Lori Gentles and Michael Thorpe. Hawk asked Ashkar to provide the Nominating Committee's report.

The Executive Committee currently has one vacant seat due to the departure of Cynthia Teniente-Matson and a second seat will become available July 1, 2015 because Thorpe will have served his maximum three consecutive two-year terms. Since Matson's departure, CSURMA Vice Chair, Hawk, has served as the Acting Chair as provided in CSURMA's governing documents.

Ashkar explained that the Nominating Committee has nominated Kevin Saunders from California State University, Monterey Bay and Jody Van Leuven from California State University, Northridge to fill the two vacant sets. Hawk asked for nominations from the floor. Hearing none, Hawk asked for a motion to close the nominations.

A motion was made to close nominations as there were no nominations from the floor.

MOTION: Frank Mumford
SECOND: Guy Dalpe

Motion carried.

The Board of Directors elected by acclamation the proposed slate of candidates for the term July 1, 2015 to June 30, 2017:

- Chair – Linda Hawk
- Vice Chair – Mike Lee
- Seat #1 - Lisa Chavez (up for reelection)

- Seat #2 – Jody Van Leuven
- Seat #4 – Kevin Saunders

D5. Amendment of Policies and Procedures

Linda Hawk asked Daniel Howell to review the recommended revisions to the CSURMA Policies and Procedures. Howell explained that the Executive Committee adopted Resolution No. 04-13 (EC) which specifies that CSURMA's policies and procedures will be reviewed on a regular basis to ensure administrative tasks remain relevant and effective for its operations. The resolution defines the process for the Executive Committee to review even-numbered policies and procedures in even-numbered calendar years, and odd-numbered policies and procedures in odd-numbered calendar years.

Howell noted that the Executive Committee reviewed the odd-numbered policies and procedures at its meeting on March 19, 2015 and is recommending revisions to Policy and Procedures No. 5, 7 and 13 as noted below:

- Policy and Procedure No. 5 – Wording has been added which allows the Executive Committee to adjust the audit schedule based on business needs such as an RFP or the need to monitor a vendor's performance.
- Policy and Procedure No. 7 – The language stating that the program is transitioning from a cash funding basis to an accrual funding basis has been removed as this has been achieved.
- Policy and Procedure No. 13 – The workers' compensation reserve to retention ratio was changed from 1 to 1 to 2 to 1 as it would be desirable for the workers' compensation risk pool to retain at least two times the workers' compensation retention in reserves.

A motion was made to approve the revisions to Policy and Procedures No. 5, 7 and 13.

MOTION: Mike Lee

SECOND: George Ashkar

Motion carried.

D6. FY 15/16 Long Range Planning Goals

Daniel Howell explained that the Executive Committee held its long range planning session on March 20, 2015. The planning session consisted of a review of the FY 14/15 Long Range Action Plan and the development of new long range goals for FY 15/16 and beyond. The FY 15/16 Long Range Action Plan will be finalized and approved by the Executive Committee at its meeting on May 8th.

Howell summarized the FY 15/16 Long Range Action Plan goals:

1. Form 700 Electronic Filing
2. Workers' Compensation Claims Closure Initiative
3. Agility Recovery Property Loss Recovery Program
4. Additional Covered Party – Policy and Procedure
5. On-Line Education Multi-State Initiative
6. Student Placement Agreements
7. CSU / UC Workers' Compensation Summit
8. Campus and AORMA Risk Program Benchmarking and Trending Analysis
9. Special Events Risk Management Manual
10. Insurance Policy Database

D7. Campus Coverage Programs FY 2015/2016 Rates and Gross Funding

Daniel Howell confirmed that at its October 24, 2014 meeting, the Board of Directors adopted rates and funding for FY 15/16 with estimated claims liability for Campus Liability and Campus Workers' Compensation programs funded on an undiscounted basis as respects investment income. Staff noted that the State of CA vehicle rates had an increase due to claims and this will be collected in arrears in the FY 16/17 rates and funding proposal. The Executive Committee was directed to finalize the FY 15/16 funding on either an undiscounted or discounted basis. The Executive Committee met on March 19, 2015 and determined the appropriate funding strategy based upon a review of the fiscal climate, and finalize program rates to be on an undiscounted basis as projected by the Actuary. As a result, rates will be as approved at the Fall Board.

D8. Review of CSURMA Operational Review Report

Daniel Howell summarized this item. At its September 2014 meeting, the CSURMA Executive Committee determined that it would have a consultant perform an operational review along the lines of a California Association of Joint Powers Authorities (CAJPA) accreditation review. It has been three years since the last review and the Executive Committee's practice has been to perform the review every three years, as if CSURMA were seeking CAJPA accreditation. The Executive Committee determined that the scope of this year's review would be limited to an operational review of the Program Administration and not include CSURMA accounting services since those services are already audited on an annual basis. Robin Johnson was retained to perform the review and presented a report to the Executive Committee at their March 20, 2015 meeting. The Board reviewed the Operational Review Report. The Executive Committee will be tracking close out of the recommendations.

D9. Adoption of Amendments to CSURMA Joint Exercise of Powers Agreement and Bylaws

Daniel Howell summarized the recommended revisions to the CSURMA Joint Exercise of Powers Agreement (JEPA) and Bylaws. Changes to the JEPA require 30 days' advance notice and changes to the Bylaws require 15 days' notice which all members receive via email.

The CSURMA Joint Exercise of Powers Agreement was amended as follows:

1. Section 7, Powers of Entity, Item (a) (vi) is modified to cite section CA Government Code 6505.5 rather than 6505.
2. Section 8, Board of Directors, is revised to clarify that the Executive Vice Chancellor / CFO may delegate appointment of directors to the campus President.
3. Section 11, Officers of the Entity, is amended to provide (1) that the CSURMA Board Chair and Vice Chair may serve up to three consecutive terms; (2) that the Treasurer is a member of the Board and (3) that the Executive Vice Chancellor / CFO may appoint officers to fill vacancies until the next CSURMA Board election.
4. Section 20, Development, Implementation and Funding of Coverage Programs, Item (b) (iii) is amended to clarify that the Board may declare an assessment when liabilities exceed the assets of a Coverage Program.
5. Section 22, Withdrawal of Members, Item (c) is amended to add a provision describing that the University may withdraw from the Joint Exercise of Powers Agreement upon 90 days' written notice to CSURMA.

The CSURMA Bylaws was amended as follows:

1. Article III, Board of Directors, Section 3.1 – Conform appointment of Directors to new language proposed for Joint Exercise of Powers Agreement above.
2. A provision is added to Article IV, Executive Committee, Section 4.4(h) allowing the CSURMA Chair to appoint interim replacements to fill Executive Committee vacancies.
3. Article VIII is amended to have the Secretary-Auditor review and recommend to the Treasurer payment reimbursement of travel expenses as provided in CSURMA Policy and Procedure No. 17.
4. The additional language related to the signature block at the end of Article XII, Section 13.3 is being removed as it is not necessary.

A motion was made to approve the amendments to the CSURMA Joint Exercise of Powers Agreement and Bylaws and to adopt Resolution No. 02-15 (BOD).

MOTION: Frank Mumford

SECOND: Lisa Kao

Motion carried.

D10. Liability Claims Administration Audit Results

Zachary Gifford summarized this item. CSURMA engaged Dennis Mitchell of Bickmore Risk Services to conduct a performance review of its liability claims administration provided by the Systemwide Office of Risk Management for the Campus Liability Program and Carl Warren and Company for the AORMA Liability Program. Bickmore found an overall performance level of

96% which indicates a superior performance level for Campus Liability Program and 97% for the AORMA Liability Program.

D11. Integrated CSU Administrative Manual

Daniel Howell summarized this agenda item. The Executive Committee resolved to review annually applicable sections of the Integrated CSU Administrative Manual (ICSUAM) and any updates thereto, as well as CSURMA's data security policies. CSU Accounting reviews all updates to the ICSUAM and if applicable will recommend adoption by CSURMA. The Executive Committee, as its March 20, 2015, meeting adopted two new policies – 1001.00 - Delegation of Authority to Obligate the University and 7100.00 – Identity Access Management.

D12. CSURMA Master Investment Policy and Related Investment Policies

Daniel Howell explained that in accordance with Resolution 02-14 (BOD), at its March 19th meeting, the Executive Committee reviewed and approved amendments to the CSURMA Master Investment Policy.

D13. Workers' Compensation Program Claims Closure Initiative Update

Zachary Gifford updated the Board on the progress of the Workers' Compensation Claims Closure Initiative. The project began on a pilot basis, focusing on Southern California files. This project known as Double Play is a collaborative effort that engages a team of Workers' Compensation professionals to evaluate and strategize old, costly or problematic Workers' Compensation claims for resolution and/or enhanced employee care.

The Executive Committee will discuss at its May 8, 2015, meeting a recommendation to continue this program. It will be recommended that subsequent legal fees from the consulting counsel be allocated directly to the claim file for reimbursement. To date \$31,775 has been incurred in additional legal fees.

E. AUXILIARY ORGANIZATIONS INSURANCE PROGRAMS

E1. AORMA Programs Status Report

Robert de Wit updated the Board on the recent activities of the AORMA Committee. The criterion for the AORMA Matching Grant Program was revised to be more innovative in nature. Dividends were approved for both the liability and workers' compensation programs of \$464,087 and \$714,802, respectively. Half of AORMA's policies and procedures were reviewed and revised, as necessary. The Shoes for Crews program was created. The contract service with Praesidium for Prevention of Sexual Abuse of Minors was launched. The Auxiliaries Multiple Employer VEBA trust was added to the AORMA liability program as an insured. Rocketry coverage was purchased.

F. CLOSED SESSION

There were no items scheduled for closed session.

G. INFORMATION ITEMS

- G1. Agility Recovery**
- G2. CSU / UC Workers' Compensation Summit**
- G3. Status of Form 700 Filings**
- G4. Review of Auxiliary Service Provider Report**
- G5. CSURMA Administrative Service Calendar**
- G6. CSURMA Board of Directors and Staff Contact List**

The Board reviewed the information items.

H. PRESENTATIONS

There were no presentations scheduled for this meeting.

I. ADJOURNMENT

A motion was made to adjourn the meeting at 5:26 PM.

MOTION: George Ashkar
SECOND: Tyson Hill

Motion carried.

**CSURMA BOARD OF DIRECTORS MEETING
ATTENDANCE**

April 27, 2015

**SHERATON SAN DIEGO HOTEL & MARINA
BAY TOWER (BEL AIRE BALLROOM)
1380 Harbor Island Drive, San Diego, CA 92101**

4:00 PM

Board Representative or Alternate Present:

Representative /Alternate	Member	Organization	Present
Representative	Kellie Garcia	California State University, Bakersfield	
Alternate	Tim Ridley	California State University Bakersfield	X
Representative	George V. Ashkar	CSU Office of the Chancellor	X
<i>Alternate</i>	<i>Vacant</i>	<i>CSU Office of the Chancellor</i>	
Representative	Katharine Hullinger	California State University, Channel Islands	X
Alternate	Caroline J. Doll	California State University, Channel Islands	
Representative	Michael Thorpe	California State University, Chico	X
Alternate	Lorraine B. Hoffman	California State University, Chico	
Representative	Stephen J. Mastro (<i>Via Teleconference</i>)	California State University, Dominguez Hills	X
Alternate	Jeff Wood (<i>Via Teleconference</i>)	California State University, Dominguez Hills	X
Representative	Nyassa Love	California State University, East Bay	X
Alternate	Brad Wells	California State University, East Bay	
<i>Representative</i>	<i>Vacant</i>	<i>California State University, Fresno</i>	
Alternate	Lisa Kao	California State University, Fresno	X
AORMA Rep	Keith Kompsi	Fresno Association Inc., CSU Fresno	
Representative	Lori Gentles (<i>Via Teleconference</i>)	California State University, Fullerton	X
Alternate	Michael Coughlin	California State University, Fullerton	
AORMA/EC	Frank Mumford	CSU Fullerton Auxiliary Services Corporation	X
AORMA Rep	Kurt Borsting	Titan Student Union, CSU Fullerton	
Representative	Michael Burghart	Humboldt State University	X
Alternate	Joyce Lopes	Humboldt State University	
Representative	Mary Stephens	California State University, Long Beach	
Alternate	Felissa Waynick, ARM-P	California State University, Long Beach	X
AORMA/EC	Robert de Wit	Forty-Niner Shops, Inc., CSU, Long Beach	X
AORMA Rep	Brian Nowlin	California State University, Long Beach Foundation	
Representative	Lisa Chavez	California State University, Los Angeles	X
Alternate	Kevin Brady (<i>Non-Voting</i>)	California State University, Los Angeles	X

Representative	Vineeta Dhillon	California Maritime Academy	X
Alternate	Franz Lozano	California Maritime Academy	
Representative	Kevin Saunders	California State University, Monterey Bay	X
Alternate	Lenore Reed	California State University, Monterey Bay	
AORMA Rep	Gigi Kiama	University Corporation, CSU Monterey Bay	X
Representative	Jody Van Leuven	California State University, Northridge	X
Alternate	Jason Wang	California State University, Northridge	
Alternate	Ron Norton	California State University, Northridge	
Representative	Sharon Reiter	California State Polytechnic University	
Alternate	Valerie Eberle	California State Polytechnic University	X
AORMA Rep	Haleh Minakary	The Cal Poly Pomona Foundation, Inc.	
Representative	Mike Lee	California State University, Sacramento	X
Alternate	Kirtland Stout	California State University, Sacramento	
AORMA Rep	Leslie Davis	University Union Operation of CSUS, Inc.	X
Representative	Debbie Burns	California State University, San Bernardino	X
Alternate	Douglas R. Freer	California State University, San Bernardino	
Representative	Thomas McCarron	San Diego State University	
Alternate	Jessica Rentto	San Diego State University	
AORMA Rep	Melinda Coil	San Diego State University Research Foundation	
Representative	Ronald Cortez	San Francisco State University	X
Alternate	Michael Martin (<i>Non-Voting</i>)	San Francisco State University	X
AORMA Rep	Guy Dalpe	Cesar Chavez Student Center, San Francisco	X
Representative	Mark Loftus	San Jose State University	X
Alternate	Josee Larochelle	San Jose State University	
Representative	Dru Zachmeyer	California Polytechnic State University, San Luis Obispo	X
Alternate	David Ragsdale	California Polytechnic State University, San Luis Obispo	
AORMA Rep	Dwayne Brummett	Associated Students, Inc., Cal Poly San Luis Obispo	
Representative	Linda Hawk	California State University, San Marcos	X
Alternate	<i>Vacant</i>	<i>California State University, San Marcos</i>	
Representative	Tyson Hill	Sonoma State University	X
Alternate	Nathan Johnson	Sonoma State University	
Representative	Amy Thomas	California State University, Stanislaus	X
Alternate	Julie Benevedes	California State University, Stanislaus	

Staff, Guests and/or Consultants Present:

Jesse Converse – The CSU, Chico Research Foundation
 Melissa Diaz - Alliant Insurance Services, Inc.
 Regina Frasco – California State University, San Marcos
 Zachary Gifford - CSU Office of the Chancellor
 Jacki Graf - Alliant Insurance Services, Inc.
 Daniel Howell - Alliant Insurance Services, Inc.
 Robert Leong - Alliant Insurance Services, Inc.
 Mimi Long - Alliant Insurance Services, Inc.
 Janice Ramos – California State University, San Marcos



California State University Risk Management Authority

DRAFT

Victoria Ramos-Sponza – San Francisco State University
Steve Relyea - CSU Office of the Chancellor
Joe Risser – Risk Management Design
Katy Thoma – The CSU, Chico Research Foundation
Rebecca Skidmore - CSU Office of the Chancellor
Melissa Swanson – Cal Poly, San Luis Obispo

TREASURER'S REPORT AT JUNE 30, 2015

ISSUE: California Government Code Section 53646(b)(1) requires that the CSURMA Treasurer submit a Quarterly Investment Report stating that all investments are in compliance with the current investment policy and that CSURMA has sufficient funds to meet its expenditure requirements for the next six months. The Board is asked to review the Quarterly Investment Report ending June 30, 2015. The CSURMA Treasurer will be on hand to answer questions

RECOMMENDATION: Staff recommends the Board accept the Quarterly Investment Report ending June 30, 2015, as presented at today's meeting.

FISCAL IMPACT: None.

BACKGROUND: The objective of reviewing the investment of funds is to assure that policies and procedures are in effect to protect and preserve the JPA's financial assets.

PUBLICATION: None.

ATTACHMENT(S):

- a. Certification of Funds Letter dated August 31, 2015
- b. Quarterly Investment Report Ending June 30, 2015



California State University Risk Management Authority

Officers

Linda Hawk
Acting Chair

Robert Eaton
Treasurer

Robert Eaton
Secretary-Auditor

To: Executive Committee
CSU Risk Management Authority

From: Robert Eaton
Treasurer
CSU Risk Management Authority

Re: Quarterly Investment Report
Ending June 30, 2015

Date: August 31, 2015

Government Code Section 53646(b)(1) requires the Authority's Treasurer to submit to the legislative body (Executive Committee), a quarterly investment report. Attached is the quarterly investment report ending June 30, 2015. The report contains a portfolio summary which includes market value, return, yield, weighted average maturity (WAM), and duration for each of CSURMA Investment Portfolios: Fixed Income Portfolio with Morgan Stanley-Smith Barney and CSU's Consolidated Investment Pool.

The funds held in investments are sufficient to meet the Authority's cash-flow needs for the following six (6) months. The investments are in accordance with the investment policy of the Authority, as duly authorized by the Executive Committee.

Robert Eaton
Treasurer
CSU Risk Management Authority

CSURMA

Quarterly Investment Report

April 1, 2015 - June 30, 2015

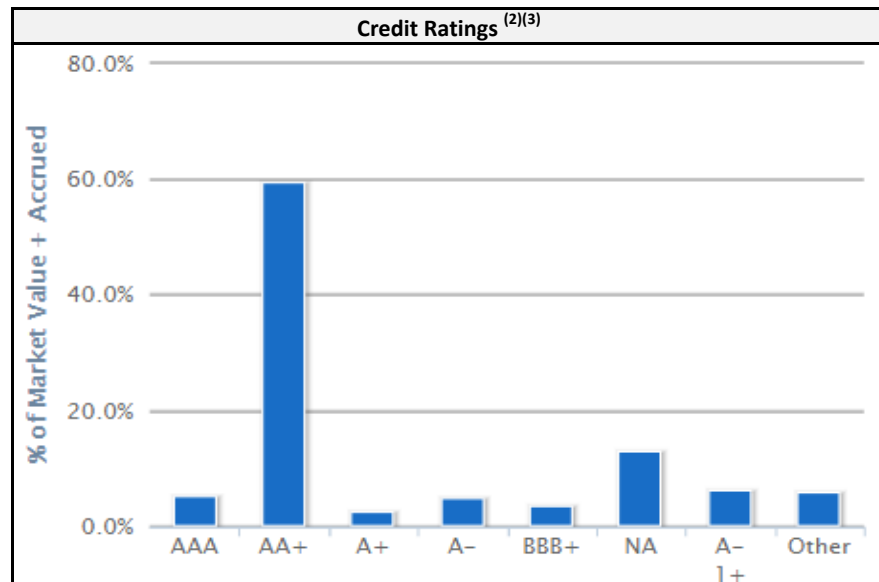
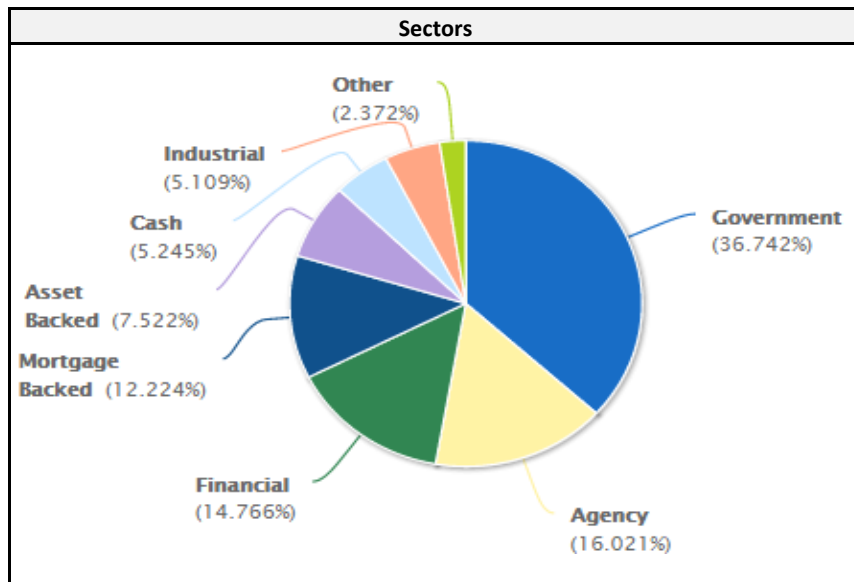
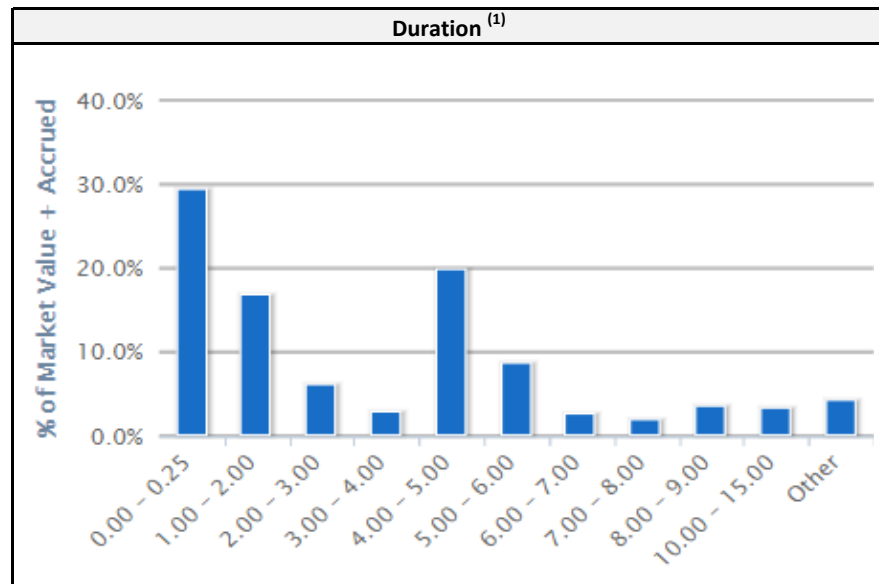
Prepared by Treasury

California State University Risk Management Authority

Fixed Income Portfolio (Auxiliary Investment Platform)

As of 06/30/2015

Portfolio Summary Total	
Total Assets	130,108,243
Duration	3.242
Yield	1.347
Avg Credit Rating	AA-/Aa3
QE Performance	-0.554%



⁽¹⁾ The Other category combines duration ranges and in aggregate equals 4.394% of the portfolio.

⁽²⁾ The Other category contains assets that do not fall within the top seven specific credit ratings. These assets make up 5.974% of the portfolio.

⁽³⁾ The NA category contains assets that do not have credit ratings available. These assets make up 12.957% of the portfolio.

California State University Risk Management Authority

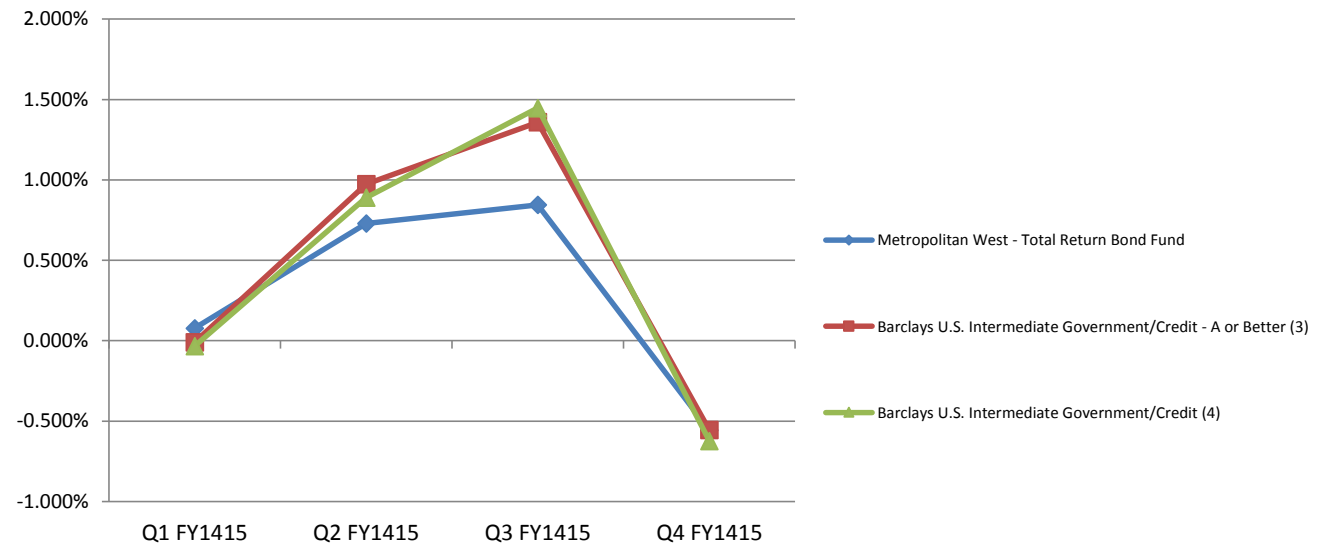
Fixed Income Portfolio (Auxiliary Investment Platform)

Performance Summary

Period Ending 06/30/2015

Account / Index	Market Value	3 Month ⁽¹⁾	Trailing	Trailing	Trailing	Since	Yield	WAM ⁽²⁾	Duration
			12 Month ⁽¹⁾	3 Year ⁽¹⁾	5 Year ⁽¹⁾	Inception ⁽¹⁾			
	06/30/2015	04/01/15 - 06/30/15	07/01/14 - 06/30/15	07/01/12 - 06/30/15	07/01/10 - 06/30/15	01/01/09 - 06/30/15			
Metropolitan West - Total Return Bond Fund	130,108,243	-0.557%	1.093%	1.285%	2.444%	4.225%	1.347	7.010	3.242
Barclays U.S. Intermediate Government/Credit - A or Better ⁽³⁾		-0.554%	1.769%	1.313%	2.470%	3.213%	1.479	4.067	3.800
Barclays U.S. Intermediate Government/Credit ⁽⁴⁾		-0.623%	1.680%	1.602%	2.786%	3.622%	1.746	4.257	3.944

Account / Index	Q1 FY1415	Q2 FY1415	Q3 FY1415	Q4 FY1415	Trailing
					12 Month ⁽¹⁾
	07/01/14 - 09/30/14	10/01/14 - 12/31/14	01/01/15 - 03/31/15	04/01/15 - 06/30/15	07/01/14 - 06/30/15
Metropolitan West - Total Return Bond Fund	0.078%	0.730%	0.844%	-0.557%	1.093%
Barclays U.S. Intermediate Government/Credit - A or Better ⁽³⁾	-0.009%	0.973%	1.359%	-0.554%	1.769%
Barclays U.S. Intermediate Government/Credit ⁽⁴⁾	-0.032%	0.891%	1.447%	-0.623%	1.680%



(1) Represents Total Return on the portfolio (Income Return plus Price Return)

(2) Weighted Average Maturity

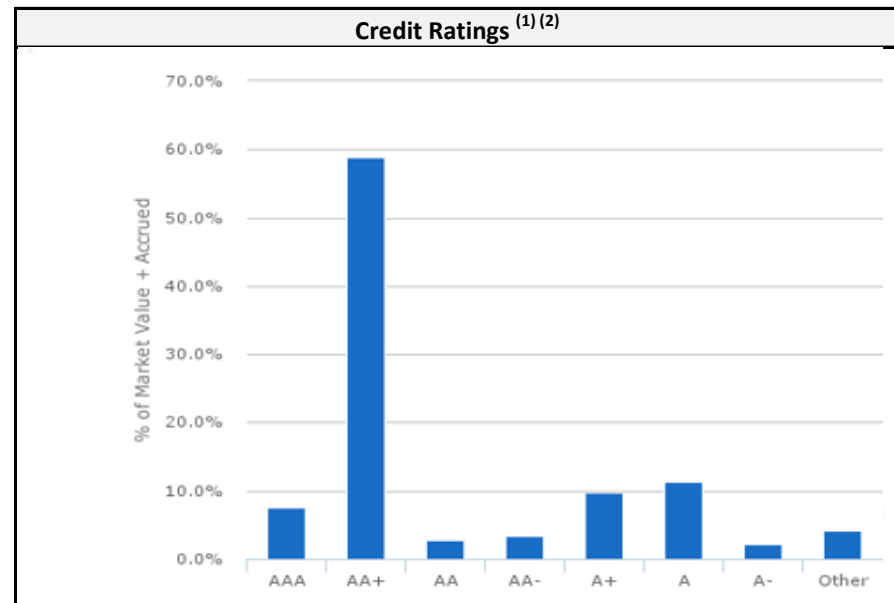
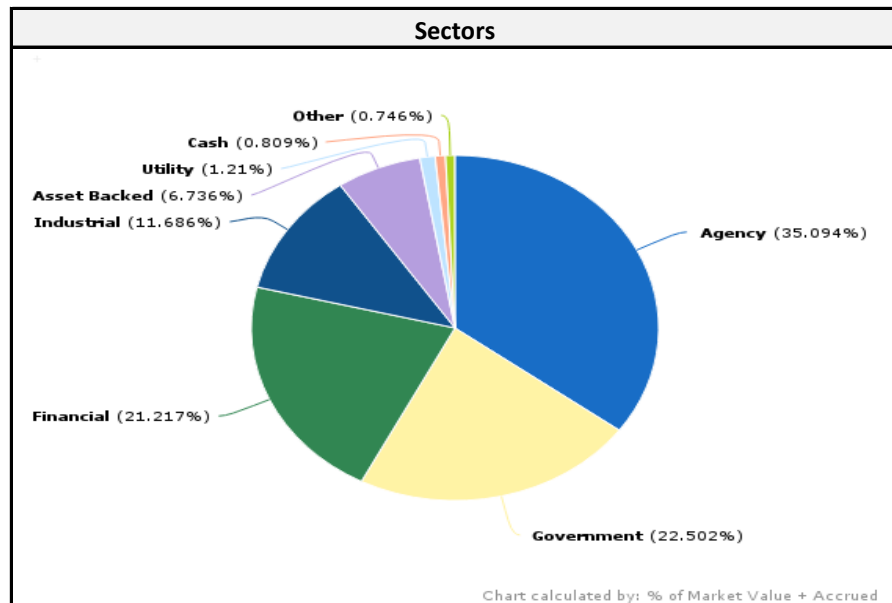
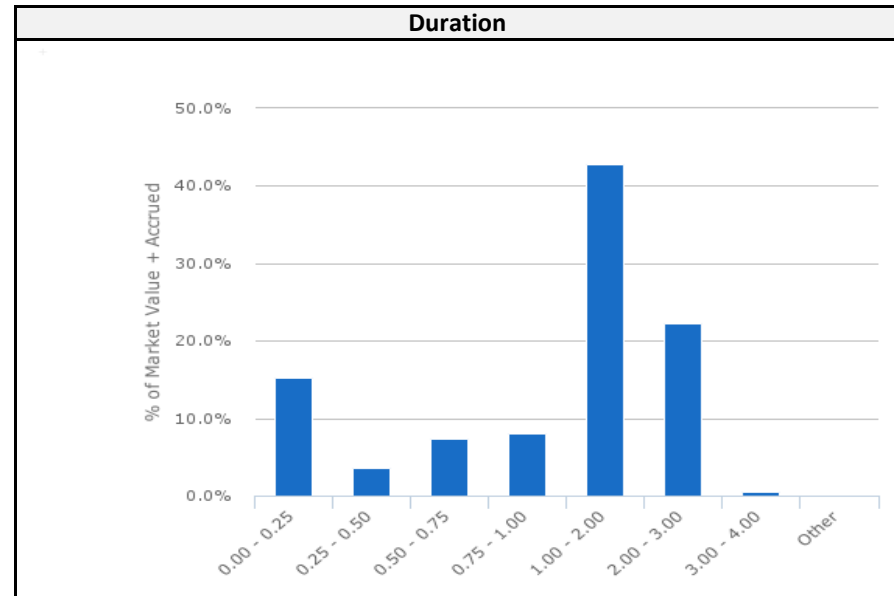
(3) Portfolio Benchmark as of 05/2014.

(4) Portfolio Benchmark prior to 05/2014.

California State University SWIFT Portfolio

As of 06/30/2015

Portfolio Summary Total	
Total Assets	7,065,398
Duration	1.329
Yield	0.703
Avg Credit Rating	AA-/Aa3
QE Performance	0.112%



⁽¹⁾ The other bucket contains assets that do not fall within the top seven credit ratings. These assets make up 4.200% of the portfolio

⁽²⁾ Clearwater grouped short term A-1+ securities with long term securities into the AAA which they deemed comparable credit rating groupings. This has been requested to be parsed out for future reports

California State University Risk Management Authority

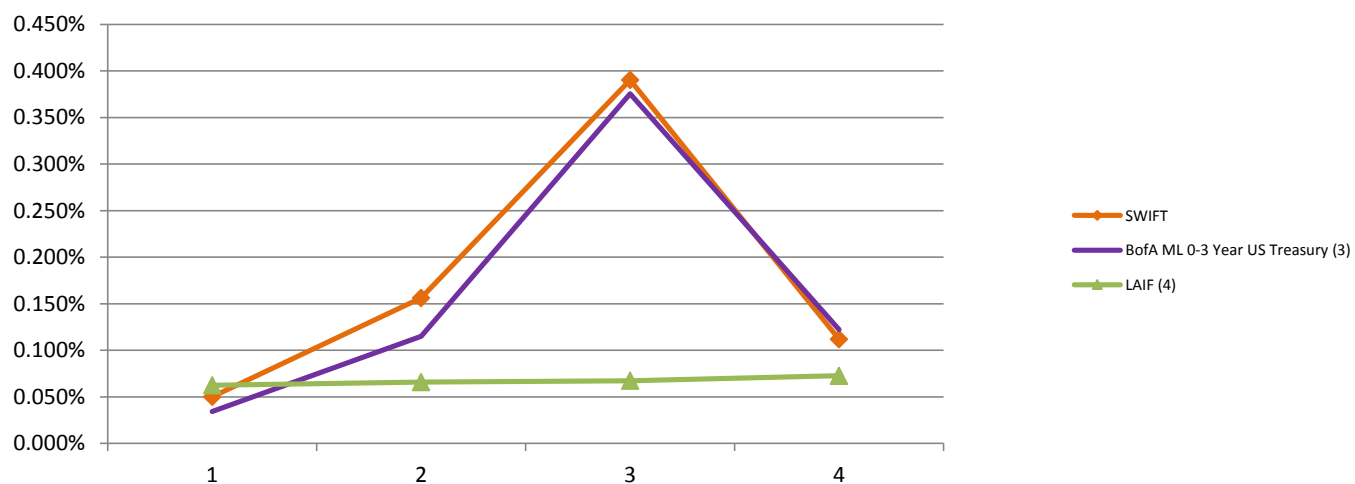
SWIFT Portfolio

Performance Summary

Period Ending 06/30/2015

Account / Index	Market Value	3 Month ⁽¹⁾	Trailing 12 Month ⁽¹⁾	Trailing 3 Year ⁽¹⁾	Trailing 5 Year ⁽¹⁾	Since Inception ⁽¹⁾	Yield	WAM ⁽²⁾	Duration
	06/30/15	04/01/15 - 06/30/15	07/01/14 - 06/30/15	07/01/12 - 06/30/15	07/01/10 - 06/30/15	07/01/07 - 06/30/15			
SWIFT - CSU Systemwide Investment Fund Trust	7,065,398	0.112%	0.710%	0.660%	0.660%	1.376%	0.703	1.619	1.329
BofA ML 0-3 Year US Treasury ⁽³⁾		0.122%	0.648%	0.505%	0.633%	1.849%	0.480	1.473	1.449
LAIF - Local Agency Investment Fund ⁽⁴⁾		0.073%	0.268%	0.275%	0.341%	1.116%	0.291		

Account / Index	Q1 FY1415	Q2 FY1415	Q3 FY1415	Q4 FY1415	Trailing 12 Month ⁽¹⁾
	07/01/14 - 09/30/14	10/01/14 - 12/31/14	01/01/15 - 03/31/15	04/01/15 - 06/30/15	07/01/14 - 06/30/15
SWIFT	0.050%	0.156%	0.390%	0.112%	0.710%
BofA ML 0-3 Year US Treasury ⁽³⁾	0.034%	0.115%	0.376%	0.122%	0.648%
LAIF ⁽⁴⁾	0.062%	0.066%	0.067%	0.073%	0.268%



(1) Represents Total Return on the portfolio (Income Return plus Price Return)

(2) Weighted Average Maturity

(3) SWIFT Portfolio Benchmark

(4) LAIF returns calculated by CSUCO Treasury

ADOPTION OF MEETING DATES FOR CALENDAR YEAR 2016

ISSUE: The CSURMA has adopted a Meeting Calendar for the period of January 2016 - December 2016. The attached calendar records the dates of all Committee and Board meetings, various conferences, and special events.

Description	Date	Day	Time	Location
Executive Committee	1/10	Sunday	3:00 PM	Sacramento (AOA Conference)
Executive Committee	3/10	Thursday	2:30 PM	Long Beach/Munitz Room
Executive Committee - Long Beach Planning Meeting	3/11	Friday	8:30 AM	Long Beach/Munitz Room
Board of Directors – New Member Orientation	5/5	Thursday	2:00 PM	Teleconference
Executive Committee	5/6	Friday	9:00 AM	Long Beach/Munitz Room
Board of Directors	5/6	Friday	10:30 AM	Long Beach/Dumke Room
EC Committee Orientation	9/8	Thursday	4:00 PM	Long Beach/Munitz Room
Executive Committee	9/9	Friday	8:30 AM	Long Beach/Munitz Room
Board of Directors – New Member Orientation	10/20	Thursday	2:00 PM	Teleconference
Executive Committee	<i>To be determined</i>			<i>Fitting The Pieces Together Conference</i>
Board of Directors	<i>To be determined</i>			<i>Fitting The Pieces Together Conference</i>
Executive Committee	12/2	Friday	8:30 AM	Long Beach/Munitz Room

The fall Executive Committee and Board of Directors meetings will be scheduled during the Fitting the Pieces Together Conference. The dates and location of the conference are still being finalized. Systemwide Risk Management is targeting the early part of the November, 2016.

RECOMMENDATION: It is recommended that the Board of Directors adopt these meeting dates for Calendar Year 2016 as recommended by the Executive Committee, per the attached calendar.

FISCAL IMPACT: Staff continues to consolidate meetings to reduce travel time and expenses.

BACKGROUND: CSURMA's Joint Powers Agreement establishes a Board and Executive Committee structure for governance. The CSURMA Board meets twice a year.

ATTACHMENT(S):

- a. CSURMA Proposed Meeting Dates for Calendar Year 2016



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					10	10:00 AM	AORMA	Long Beach
10	3:00 PM	EC (AOA Conference)	Sacramento					10	2:00 PM	EC	Long Beach
10 - 13		AOA Annual Conference	Sacramento					11	8:30 AM	EC LRP	Long Beach
11		AIME	San Jose					18		AOA EC	
APRIL				MAY				JUNE			
Date	Time	Committee	Location	Date	Time	Committee	Location	Date	Time	Committee	Location
				5	10:00 AM	AORMA	Long Beach	17		AOA EC	TBD
				5	2:00 PM	BOD Orientation	Teleconference				
				6	9:00 AM	EC	Long Beach				
				6	10:30 AM	BOD	Long Beach				
				TBD		AIME	TBD				
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
OCTOBER				NOVEMBER				DECEMBER			
Date	Time	Committee	Location	Date	Time	Committee	Location	Date	Time	Committee	Location
17		AIME	San Francisco	18		AOA EC	TBD	1	10:00 AM	AORMA	Long Beach
20	10:00 AM	AORMA	TBD	TBD		TBD EC (FTPT Conference)	Northern CA	2	8:30 AM	EC	Long Beach
				TBD		TBD BOD (FTPT Conference)	Northern CA				

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

INDEPENDENT AUDITOR'S FINANCIAL AUDIT REPORT
AS OF JUNE 30, 2015

ISSUE: Pursuant to Section 16(d) of the CSURMA Joint Exercise of Powers Agreement, CSURMA engaged the independent audit firm KPMG to conduct an annual fiscal year audit (as of June 30, 2015) of the financial position of CSURMA. The CSURMA Treasurer and Accounting Staff will be present at today's meeting to review the report.

RECOMMENDATION: Staff recommends that the Board review and accept the audited financial reports, as appropriate.

FISCAL IMPACT: None.

BACKGROUND: Section 16(d) of the California State University Risk Management Authority Joint Exercise of Power Agreement requires that an annual audit be completed for all accounts and financial statements of CSURMA.

PUBLICATION: The accepted financial audit will be posted on the CSURMA website.

ATTACHMENT(S):

- a. The Independent Auditor's Financial Audit Report as of June 30, 2015



cutting through complexity

California State University Risk Management Authority Audit Results June 30, 2015

This presentation to the Audit Committee is intended solely for the information and use of the Audit Committee and management and is not intended to be and should not be used by anyone other than these specified parties. This presentation is not intended for general use, circulation or publication and should not be published, circulated, reproduced or used for any purpose without our prior written permission in each specific instance.

KPMG Team:

- Mark Thomas, Systemwide Engagement Partner
- Chris Ray, Audit Engagement Partner
- Liezl Sangalang, Engagement Senior Manager
- Pablo Cora, Engagement Senior

Audit Scope:

- Audit of California State University Risk Management Authority's Financial Statements as of and for the years ended June 30, 2015 and 2014
 - Independent Auditors' Report
 - Unmodified opinion on financial statements
 - Other matters – supplementary information
 - Financial Statements:
 - Statements of Net Position
 - Statements of Changes in Revenues, Expenses and Changes in Net Position
 - Statements of Cash Flows
 - Notes to Financial Statements
 - Supplementary Information

Areas of Audit Emphasis:

- Member contribution revenues
- Claims losses and loss adjustment expenses (including underlying claims data testwork)
- Investments
- Claims liability for losses and loss adjustment expenses (including claims incurred but not reported)
- Accounts payable and operating expenses

Required Communications to Governing Boards:

- Our responsibilities under professional standards
- Significant accounting policies - included in note 2 to the financial statements
- Qualitative aspects of accounting practices - no unusual transactions and/or those for which there is no authoritative literature
- Management's judgments and accounting estimates
 - Fair value of investments
 - Claims liability for losses and loss adjustment expense

Required Communications to Governing Boards, cont'd.

- Other information in documents containing audited financial statements
- Uncorrected audit misstatements – none
- Corrected audit misstatements – none
- No disagreements with management or significant difficulties encountered during the audit
- No knowledge of consultation with other accountants
- Significant issues discussed, or subject to correspondence with management
 - Engagement letter
 - Representation letter
- No other significant findings or issues
- Independence



**CALIFORNIA STATE UNIVERSITY
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of
the California State University

Financial Statements and Supplementary Schedules

June 30, 2015 and 2014

(With Independent Auditors' Report Thereon)

**CALIFORNIA STATE UNIVERSITY
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of
the California State University

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KPMG LLP
Suite 700
20 Pacifica
Irvine, CA 92618-3391

Independent Auditors' Report

The Board of Directors
California State University Risk Management Authority:

Report on the Financial Statements

We have audited the accompanying financial statements of the California State University Risk Management Authority (the Authority), a component unit of the California State University, as of and for the years ended June 30, 2015 and 2014, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with U.S. generally accepted accounting principles; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the California State University Risk Management Authority as of June 30, 2015 and 2014, and the changes in its net position and its cash flows for the years then ended, in accordance with U.S. generally accepted accounting principles.



Other Matters

Required Supplementary Information

Management has omitted management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

U.S. generally accepted accounting principles require that the claims development information on Schedule 13 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary and Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the California State University Risk Management Authority's basic financial statements. The supplementary information included in schedules 1 through 12 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Schedules 1 through 12 are the responsibility of management and were derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, Schedules 1 through 12 are fairly stated in all material respects in relation to the basic financial statements as a whole.

KPMG LLP

Irvine, California
September 25, 2015

**CALIFORNIA STATE UNIVERSITY
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of California State University

Statements of Net Position

June 30, 2015 and 2014

	2015	2014
Assets:		
Current assets:		
Investments (note 3)	\$ 6,904,000	38,118,000
Accounts receivable	800,000	294,000
Loans receivable from affiliates, current portion (note 4)	1,136,000	1,778,000
Interest receivable	4,000	8,000
Prepaid expenses	30,704,000	4,197,000
Reinsurance recoverable – workers’ compensation	753,000	752,000
Total current assets	40,301,000	45,147,000
Noncurrent assets:		
Loans receivable from affiliates, net of current portion (note 4)	4,232,000	3,228,000
Other long-term investments (note 3)	130,108,000	128,713,000
Total assets	174,641,000	177,088,000
Liabilities:		
Current liabilities:		
Accounts payable	4,999,000	5,601,000
Unearned revenues	37,000	33,000
SELF assessment liability, current portion (note 8)	1,364,000	1,363,000
Claims liability for losses and loss adjustment expenses – current portion (note 5):		
Reported claims	15,058,000	19,214,000
Claims incurred but not reported	11,657,000	13,742,000
Total current liabilities	33,115,000	39,953,000
Noncurrent liabilities:		
SELF assessment liability, net of current portion (note 8)	9,545,000	10,906,000
Claims liability for losses and loss adjustment expenses – noncurrent portion (note 5)		
Reported claims	37,156,000	38,183,000
Claims incurred but not reported	28,764,000	27,310,000
Total liabilities	108,580,000	116,352,000
Net position:		
Unrestricted	66,061,000	60,736,000
Total net position	\$ 66,061,000	60,736,000

See accompanying notes to financial statements.

**CALIFORNIA STATE UNIVERSITY
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of California State University

Statements of Revenues, Expenses, and Changes in Net Position

Years ended June 30, 2015 and 2014

	2015	2014
Operating revenues:		
Member contributions (note 6)	\$ 95,248,000	90,181,000
Reinsurance premiums (note 7)	(6,872,000)	(11,626,000)
Total operating revenues	88,376,000	78,555,000
Operating expenses:		
Claim losses and loss adjustment expenses (note 5)	39,922,000	53,198,000
Claims administration	9,000,000	8,004,000
Insurance premiums	23,877,000	10,949,000
Dividend distributions (note 6)	9,857,000	8,921,000
General and administrative	1,142,000	1,421,000
Miscellaneous services	1,002,000	821,000
Total operating expenses	84,800,000	83,314,000
Operating income (loss)	3,576,000	(4,759,000)
Nonoperating revenues:		
Investment income, net	1,664,000	3,663,000
Interest income from loans	85,000	91,000
Total nonoperating revenues	1,749,000	3,754,000
Change in net position	5,325,000	(1,005,000)
Net position, beginning of year	60,736,000	61,741,000
Net position, end of year	\$ 66,061,000	60,736,000

See accompanying notes to financial statements.

**CALIFORNIA STATE UNIVERSITY
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of California State University

Statements of Cash Flows

Years ended June 30, 2015 and 2014

	2015	2014
Cash flows from operating activities:		
Receipts of member contributions	\$ 94,745,000	90,197,000
Payments to providers	(69,717,000)	(34,330,000)
Payments of claims	(45,737,000)	(40,533,000)
Dividend distribution to pool participants	(10,501,000)	(8,800,000)
Net cash (used in) provided by operating activities	(31,210,000)	6,534,000
Cash flows from noncapital and related financing activities:		
Loans disbursed to related entities	(2,339,000)	—
Payments received on loans to related entities	1,979,000	3,136,000
Loan interest income received	89,000	87,000
Net cash (used in) provided by noncapital and related financing activities	(271,000)	3,223,000
Cash flows from investing activities:		
Proceeds from sales and maturities of investments	653,665,000	482,679,000
Purchases of investments	(624,206,000)	(495,149,000)
Investment income, net	1,664,000	3,663,000
Unrealized (gains) losses	358,000	(1,213,000)
Net cash provided by (used in) investing activities	31,481,000	(10,020,000)
Net change in cash and cash equivalents	—	(263,000)
Cash and cash equivalents at beginning of year	—	263,000
Cash and cash equivalents at end of year	\$ —	—
Reconciliation of operating income (loss) to net cash provided by operating activities:		
Operating income (loss)	\$ 3,576,000	(4,759,000)
Adjustments to reconcile net operating income (loss) to net cash (used in) provided by operating activities:		
Depreciation	—	12,000
Changes in assets and liabilities:		
(Increase) decrease in prepaid expenses	(26,507,000)	462,000
Increase in accounts receivable	(506,000)	(4,000)
Increase in reinsurance recoverable – workers' compensation	(1,000)	(35,000)
Decrease in accounts payable	(602,000)	(498,000)
Increase in unearned revenues	4,000	19,000
Decrease in SELF assessment liability	(1,360,000)	(1,363,000)
(Decrease) increase in claims liability for losses and loss adjustment expenses	(5,814,000)	12,700,000
Net cash (used in) provided by operating activities	\$ (31,210,000)	6,534,000

See accompanying notes to financial statements.

**CALIFORNIA STATE UNIVERSITY
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of
the California State University

Notes to Financial Statements

June 30, 2015 and 2014

(1) Organization

On January 1, 1997, the California State University (the CSU or University) and certain Auxiliary Organizations of the University established the California State University Risk Management Authority (the Authority) pursuant to the provisions of Section 6500 et seq. of the California Government Code (the Code). The Code authorizes the CSU and Auxiliary Organizations to establish and operate pooled coverage programs and to provide related services. The Authority provides entity risk pooling programs for workers' compensation, general liability, industrial and nonindustrial disability, unemployment insurance coverage, property, construction, and other risk-related programs for its member organizations (the Members). Members participating in the Authority's coverage programs at June 30, 2015 and 2014 are as follows:

<u>Campus Location</u>	<u>Members</u>
Bakersfield	California State University, Bakersfield
Bakersfield	Associated Students, California State University, Bakersfield, Inc.
Bakersfield	California State University, Bakersfield Auxiliary for Sponsored Programs Administration
Bakersfield	California State University, Bakersfield Foundation
Bakersfield	California State University, Bakersfield Student Union, Inc.
Chancellor's Office	Office of the Chancellor
Chancellor's Office	California State University Foundation
Chancellor's Office	California State University Institute
Channel Islands	California State University, Channel Islands
Channel Islands	Associated Students of California State University, Channel Islands, Inc.
Channel Islands	California State University Channel Islands Foundation
Channel Islands	University Glen Corporation
Chico	California State University, Chico
Chico	Associated Students of California State University, Chico
Chico	Auxiliary Organization Associations
Chico	The CSU, Chico Research Foundation
Chico	The University Foundation, California State University, Chico
Dominguez Hills	California State University, Dominguez Hills
Dominguez Hills	Associated Students, California State University, Dominguez Hills
Dominguez Hills	California State University, Dominguez Hills Foundation
Dominguez Hills	Loker University Student Union, Incorporated
East Bay	California State University, East Bay
East Bay	Associated Students, California State University, East Bay
East Bay	Cal State East Bay Educational Foundation
East Bay	California State University, East Bay Foundation, Inc.
Fresno	California State University, Fresno
Fresno	Associated Students, Inc. of California State University, Fresno

**CALIFORNIA STATE UNIVERSITY
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Campus Location	Members
Fresno	California State University, Fresno Association, Inc.
Fresno	California State University, Fresno Foundation
Fresno	Fresno State Programs for Children, Inc.
Fresno	The Agricultural Foundation of California State University, Fresno
Fresno	The California State University, Fresno Athletic Corporation
Fullerton	California State University, Fullerton
Fullerton	Associated Students, California State University, Fullerton, Inc.
Fullerton	Cal State Fullerton Philanthropic Foundation
Fullerton	CSU Fullerton Auxiliary Services Corporation
Humboldt	Humboldt State University
Humboldt	Associated Students, Humboldt State University
Humboldt	Humboldt State University Advancement Foundation
Humboldt	Humboldt State University Center Board of Directors
Humboldt	Humboldt State University Sponsored Programs Foundation
Long Beach	California State University, Long Beach
Long Beach	Associated Students, California State University, Long Beach
Long Beach	California State University, Long Beach Research Foundation
Long Beach	CSULB 49er Foundation
Long Beach	Forty-Niner Shops, Inc., CSU Long Beach
Los Angeles	California State University, Los Angeles
Los Angeles	Associated Students, California State University, Los Angeles, Inc.
Los Angeles	Cal State L.A. University Auxiliary Services, Inc.
Los Angeles	California State University, Los Angeles Foundation
Los Angeles	University-Student Union Board, California State University, Los Angeles
Maritime Academy	California Maritime Academy
Maritime Academy	California Maritime Academy Foundation, Inc.
Maritime Academy	The Associated Students of the California Maritime Academy
Monterey Bay	California State University, Monterey Bay
Monterey Bay	Foundation of California State University, Monterey Bay
Monterey Bay	The University Corporation at Monterey Bay
Northridge	California State University, Northridge
Northridge	Associated Students, California State University, Northridge, Inc.
Northridge	California State University, Northridge Foundation
Northridge	North Campus University Park Development Corporation
Northridge	The University Corporation, CSU Northridge
Northridge	University Student Union of California State University, Northridge
Pomona	California State Polytechnic University, Pomona
Pomona	Associated Students Inc., California State Polytechnic University, Pomona
Pomona	The Cal Poly Pomona Foundation, Inc.
Sacramento	California State University, Sacramento
Sacramento	Associated Students of California State University, Sacramento

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Campus Location	Members
Sacramento	Capital Public Radio, Inc., CSU Sacramento
Sacramento	The University Foundation at Sacramento State
Sacramento	University Enterprises, Inc., CSU Sacramento
Sacramento	University Union Operation of CSUS, Inc.
San Bernardino	California State University, San Bernardino
San Bernardino	Associated Students Inc., California State University, San Bernardino
San Bernardino	CSUSB Philanthropic Foundation
San Bernardino	Santos Manuel Student Union of California State University, San Bernardino
San Bernardino	University Enterprises Corporation at CSUSB
San Diego	San Diego State University
San Diego	Associated Students, San Diego State University
San Diego	Aztec Shops, Ltd., San Diego State University
San Diego	San Diego State University Research Foundation
San Diego	The Campanile Foundation
San Francisco	San Francisco State University
San Francisco	Associated Students, Inc., San Francisco State University
San Francisco	San Francisco State University Foundation
San Francisco	The University Corporation, San Francisco State
San Jose	San Jose State University
San Jose	Associated Student, San Jose State University
San Jose	San Jose State University Research Foundation
San Jose	Spartan Shops, Inc., San Jose State University
San Jose	The Student Union of San Jose State University
San Jose	The Tower Foundation, San Jose State University
San Luis Obispo	California Polytechnic State University, San Luis Obispo
San Luis Obispo	Associated Students, Inc., California Polytechnic State University at San Luis Obispo
San Luis Obispo	Cal Poly Corporation
San Luis Obispo	California Polytechnic State University Foundation
San Marcos	California State University, San Marcos
San Marcos	California State University San Marcos Foundation
San Marcos	San Marcos University Corporation
San Marcos	The Associated Students of California State University, San Marcos
San Marcos	University Auxiliary and Research Services Corporation
Sonoma	Sonoma State University
Sonoma	Associated Students of Sonoma State University
Sonoma	Sonoma State Enterprises, Inc.
Sonoma	Sonoma State University Academic Foundation, Inc.
Stanislaus	California State University, Stanislaus

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Stanislaus	Associated Students, Inc., California State University, Stanislaus
Stanislaus	California State University, Stanislaus Auxiliary and Business Services
Stanislaus	California State University, Stanislaus Foundation
Stanislaus	University Student Union of California State University, Stanislaus

The accompanying financial statements are also included in the CSU financial statements.

The Authority is managed by a board of directors, which is composed of 30 directors appointed by the CSU Executive Vice Chancellor, Business and Finance, and 10 directors elected by the Auxiliary Organizations, which are members of the Authority. The Executive Vice Chancellor may also appoint alternate representatives who shall serve in the absence of the primary representatives. Directors elected by the Auxiliary Organizations serve subject to terms and conditions adopted by the Auxiliary Organizations for election and replacement of the same. Each director of the Authority must be an officer, director, or employee of the University or an Auxiliary Organization.

The Authority assumed the losses of the University's risk pool on January 1, 1997 (inception date) in exchange for a commitment from the University to fund incurred losses. In addition, the University has made the commitment to provide sufficient cash flows to the Authority to meet its operating needs.

All post-development costs of the Authority's programs are funded by annual premiums charged to members participating in the program each policy year and by interest earnings on the accumulated funds. Premiums are based on a cost allocation plan and rating formula developed by the Authority with the assistance of an actuary, risk management consultant, and other qualified persons. The premium for each member participating in the shared risk programs includes the member's share of expected program losses, program reinsurance costs, and program administrative costs for the year. If the Authority experiences unusually large losses in one of the aforementioned programs during a policy year, those pooled funds for the program may be exhausted or depleted before the next annual premiums are due. The board of directors may, upon consultation with an actuary, impose assessments on all participating members in the respective program, which in total amount, will assure adequate funds to the Authority for the payment of all incurred losses.

The Authority coordinates the claims process in conjunction with various agencies actually processing the claims. These agencies include the State of California Attorney General's Office (AG), Sedgwick Claims Management Services, Inc. (Sedgwick), Carl Warren & Company, CSU's Office of General Counsel, Systemwide Risk Management, Alliant Insurance Services (Alliant), the CSU Office of the Chancellor, and the 23 CSU campuses. Sedgwick is the third-party administrator (TPA) for all workers' compensation claims involving campuses and auxiliary organizations. Carl Warren & Company is the TPA for auxiliary organization liability claims. AG Administrator is the TPA for Athletic Injury Medical Expense (AIME) and Club Sports Insurance Program (CSIP) claims. Alliant administers all entity risk pooling programs provided by the Authority.

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(2) Summary of Significant Accounting Policies

(a) Basis of Presentation

The accompanying financial statements for the Authority have been prepared under the standards promulgated by the Governmental Accounting Standards Board (GASB) using the accrual basis of accounting and economic resources measurement focus. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

The financial statements include the Statements of Net Position, Statements of Revenues, Expenses, and Changes in Net Position, and Statements of Cash Flows. The Authority is considered a special-purpose government. The Authority records revenues primarily from fees collected from the campuses and auxiliary organizations and, accordingly, has chosen to present its financial statements using the reporting model for special-purpose governments engaged only in business-type activities. This model allows all financial information for the Authority to be reported in a single column in each of the financial statements.

(b) Classification of Current and Noncurrent Assets (Other than Investments) and Liabilities

The Authority considers assets to be current when they can be reasonably expected, as part of its normal business operations, to be converted to cash and be available for liquidation of current liabilities within 12 months of the Statements of Net Position date. Liabilities that can be reasonably expected, as part of normal Authority business operations, to be liquidated within 12 months of the Statements of Net Position date are considered to be current. All other assets and liabilities are considered to be noncurrent. For classification of current and noncurrent investments, refer to footnote (2)(d).

(c) Cash and Cash Equivalents and Statements of Cash Flows

The Authority considers all highly liquid investments with an original maturity date of three months or less to be cash and cash equivalents. The Authority considers amounts included in the CSU Risk Management Authority of SB FAM Program and CSU Consolidated Investment Pool to be investments. Certain transactions recorded as revenue or expenses in the accompanying Statements of Revenues, Expenses and Changes in Net Position include transactions between entities that are also participants in the Investment Pool. The Authority considers changes in the respective participants' equity in the Investment Pool resulting from these transactions to represent cash flows of the Authority in the accompanying Statements of Cash Flows.

(d) Investments

Investments are reflected at fair value using quoted market prices. Realized and unrealized gains and losses are included in the accompanying Statements of Revenues, Expenses, and Changes in Net Position as a component of investment income, net.

Investments that are used for current operations are classified as short-term investments. Investments that are restricted for withdrawal or use for other than current operations, designated or restricted for

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the acquisition or construction of noncurrent assets, designated or restricted for the liquidation of the noncurrent portion of long-term debt, or restricted as to the liquidity of the investments are classified as other long-term investments.

The Authority changed its interest rate risk measurement from weighted average maturity to duration as of fiscal year 2014–2015 for its consolidated investment pool as allowed by Statement No. 40 of Governmental Accounting Standards Board (GASB 40), *Deposit and Investment Risk Disclosures*. Duration is an accepted method of measuring interest rate risk for investment portfolios that contain bonds with embedded options such as calls, puts, or prepayments. This change more closely aligns to the CSU's approach to managing interest rate risk inherent in its investment pool, which contains bonds with embedded options. There was no effect on beginning net position.

(e) *Accounts Receivable*

Accounts receivable represents amounts due from the members as of June 30, 2015 and 2014.

(f) *Reinsurance Recoverable*

Reinsurance recoverable represents estimated amounts due from reinsurers, who reinsured the CSU's workers' compensation claims liability for claims incurred during the fiscal year. The reported amounts represent recoverable estimates related to paid claims and claim adjustment expenses as of June 30, 2015 and 2014. The estimated amounts recoverable from the reinsurers that are related to the liabilities for unpaid claims and claim adjustment expenses are deducted from those claims liabilities for losses and loss adjustment expenses; refer to footnote (2)(h).

(g) *Member Contributions*

The Authority reports contributions in the Statements of Revenues, Expenses, and Changes in Net Position for those revenues received from its members. The contribution calculation for the campuses is based on program funding policies and procedures, and a rating plan to meet their pro rata share of the anticipated claims liabilities for losses and loss adjustment expenses. The contribution calculation for auxiliary organizations is based on various rating plans, such as the actuary's projections and loss rates. Contributions are recorded as revenues for the policy year in which coverage is provided.

(h) *Claims Liability for Losses and Loss Adjustment Expenses*

The claims liability for losses and loss adjustment expenses included in the accompanying financial statements reflects the estimated ultimate cost of settling claims relating to events that have occurred on or before June 30, 2015 and 2014. The liability includes the estimated amount that will be required for future payments of claims that have been reported and claims related to events that have occurred but have not been reported. The liability is also reduced by estimated amounts recoverable from the reinsurer that are related to the liabilities for unpaid claims and claim adjustment expenses. The liability is estimated through an actuarial calculation using individual case basis valuations and statistical analyses. The liability is not discounted.

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Claims liabilities are recomputed periodically using a variety of actuarial and statistical techniques to produce current estimates that reflect recent settlements, claim frequency, and other economic and social factors. Adjustments to claim liabilities are charged or credited to expense in the periods in which they are made.

In estimating unpaid losses and loss adjustment expenses, the Authority has employed methods and assumptions considered reasonable and appropriate given the information currently available. Given the inherent uncertainty in the nature of such estimates, future losses may deviate from those estimates.

(i) Dividend Distributions

The Authority reports dividends in the Statements of Revenues, Expenses, and Changes in Net Position for the return of contributions to members. Dividends to CSU campuses are based on the review of the funding status report by the Executive Committee and are distributed to each member by their pro rata contributions over the past five completed fiscal years. Dividends to any participating auxiliary organization are calculated and distributed in accordance with the Dividends and Assessment Policy. Dividend distributions are accrued as dividend expense once they are approved and declared by the Executive Committee and the Auxiliary Organizations Risk Management Alliance (AORMA) Committee.

(j) Net Position

The Authority's net position is classified as unrestricted. Unrestricted net position may be designated for use by the Authority. The Authority has adopted a policy of utilizing restricted funds, when available, prior to unrestricted funds.

(k) Classification of Revenues and Expenses

The Authority considers operating revenues and expenses in the Statements of Revenues, Expenses, and Changes in Net Position to be those revenues and expenses that result from exchange transactions or other activities that are connected directly to the Authority's primary functions. Certain other transactions are reported as nonoperating revenues and expenses in accordance with GASB requirements. These nonoperating activities include the Authority's investment income, net, and interest income from loans.

(l) Income Taxes

The Authority was formed pursuant to California Government Code Section 6500 et seq. and, as a governmental entity, is not subject to federal or state income taxes under §115 of the Internal Revenue Code of 1986.

(m) Use of Estimates

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts

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of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual amounts could differ from those estimates.

(3) Cash and Cash Equivalents, Investments, and Investment Income, Net

The Authority's cash, cash equivalents, and investments as of June 30, 2015 and 2014 are classified in the accompanying Statements of Net Position as follows:

	2015	2014
Short-term investments	\$ 6,904,000	38,118,000
Other long-term investments	130,108,000	128,713,000
Total investments	\$ 137,012,000	166,831,000

(a) Cash and Cash Equivalents

The Authority maintains centralized management for substantially all of its cash and cash equivalents. Cash in demand deposit accounts is minimized by sweeping available cash balances into the CSU Consolidated Investment Pool on a daily basis.

At June 30, 2015 and 2014, the Authority's cash and cash equivalents consist of demand deposits and money market funds held at a financial institution. There were no cash or cash equivalents for the Authority. The carrying amount of the cash in demand deposit accounts were \$178,000 and \$193,000 at June 30, 2015 and 2014, respectively. The primary difference between the book and bank balance is due to outstanding checks and cash awaiting investment in the CSU Consolidated Investment Pool.

(b) Investments

At June 30, 2015 and 2014, the Authority's investment portfolio consists of investments held in the CSU Consolidated Investment Pool and CSU Risk Management Authority of SB FAM Program. Separate accounting is maintained as to the amounts allocable to the various funds and programs.

Investment Policy

State law and regulations require that surplus monies of the Authority must be invested. The primary objective of the Authority's investment policy is to safeguard the principal. The secondary objective is to meet the liquidity needs of the Authority. The third objective is to return an acceptable yield.

The Authority's investment policy authorizes funds held in local trust accounts under Education Code Sections 89721 and 89724 to be invested in any of the securities authorized by Government Code Sections 16430 and 53601, and Education Code Section 89724, subject to certain limitations. In general, the Authority's investment policy permits investments in obligations of the Federal and

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California state governments, certificates of deposit, high-quality domestic corporate and fixed income securities, and certain other investment instruments.

Custodial Credit Risk

Custodial credit risk is the risk that in the event of the failure of the custodian the investments or deposits may not be returned to the Authority. Substantially all of the Authority's securities are registered in the Authority's name by the custodial bank as an agent for the Authority. The Authority's deposits are maintained at financial institutions that are FDIC insured. As a result, custodial credit risk for such investments and deposits is remote.

Interest Rate Risk

Interest rate risk is the risk that fluctuations in interest rates will adversely affect the fair market value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair market value to fluctuations in market interest rates. The Authority's investment guidelines measure interest rate risk by limiting an eligible investment to a maximum effective maturity and by limiting the average duration of the portfolio. The effective maturity date reflects a bond with embedded options such as a call, put, or reset date, and prepayment speed resulting in the maturity of a bond being less than its final maturity date. Duration is a measure of the sensitivity of the price of an investment relative to fluctuations in market interest rates.

Durations of the Authority's investment portfolio for each investment type as of June 30, 2015 are presented in the table below.

Investment type	Fair value	Duration (in years)
Asset-backed securities	\$ 10,252,000	0.67187
Certificates of deposit	320,000	0.19372
Corporate bonds	27,680,000	3.52937
Money market funds	6,879,000	—
Mortgage-backed securities	15,908,000	4.00097
Municipal bonds	2,110,000	1.97063
Repurchase agreements	18,000	0.00274
U.S. Agency securities	24,487,000	2.55879
U.S. Treasury securities	48,107,000	3.88601
International government	1,251,000	6.69269
Total investments	\$ <u>137,012,000</u>	

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Durations of the Authority's investment portfolio for each investment type as of June 30, 2014 are presented in the table below.

Investment type	Fair value	Duration (in years)
Asset-backed securities	\$ 6,722,000	0.43369
Certificates of deposit	2,500,000	0.18786
Commercial paper	51,000	0.02466
Corporate bonds	34,838,000	3.17638
Money market funds	4,095,000	—
Mortgage-backed securities	16,118,000	5.03513
Municipal bonds	5,696,000	4.31356
Repurchase agreements	31,000	0.00274
U.S. Agency securities	55,441,000	1.28548
U.S. Treasury securities	40,068,000	3.06200
International government	1,271,000	7.35935
Total investments	<u>\$ 166,831,000</u>	

Another way the Authority manages its exposure to interest rate risk is by purchasing a combination of short-term and long-term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or nearing maturity evenly over time as necessary to provide cash flow and liquidity needed for operations.

Credit Risk

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This risk is measured by the assignment of a rating by a nationally recognized statistical rating organization.

By law, the Authority invests in low credit risk securities such as: U.S. government securities; securities of federally sponsored agencies; highly rated domestic corporate bonds; prime-rated commercial paper, repurchase and reverse repurchase agreements; banker's acceptances; and negotiable certificates of deposit. Therefore, occurrence of credit risk is remote.

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Ratings of the Authority's investment portfolio for each investment type as of June 30, 2015 are presented in the table below.

Investment type	Fair value	Rating as of year-end					
		AAA	AA	A	BBB	BB	Not rated
Asset-backed securities	\$ 10,252,000	10,007,000	245,000	—	—	—	—
Certificates of deposit	320,000	—	23,000	297,000	—	—	—
Corporate bonds	27,680,000	2,684,000	2,388,000	12,027,000	7,250,000	576,000	2,755,000
Money market funds	6,879,000	—	—	—	—	—	6,879,000
Mortgage-backed securities	15,908,000	—	15,908,000	—	—	—	—
Municipal bonds	2,110,000	—	1,551,000	559,000	—	—	—
Repurchase agreements	18,000	—	—	11,000	—	—	7,000
U.S. Agency securities	24,487,000	—	14,574,000	7,970,000	—	—	1,943,000
U.S. Treasury securities	48,107,000	—	—	—	—	—	48,107,000
International government	1,251,000	—	1,251,000	—	—	—	—
Total investments	\$ 137,012,000	12,691,000	35,940,000	20,864,000	7,250,000	576,000	59,691,000

Ratings of the Authority's investment portfolio for each investment type as of June 30, 2014 are presented in the table below.

Investment type	Fair value	Rating as of year-end					
		AAA	AA	A	BBB	BB	Not rated
Asset-backed securities	\$ 6,722,000	6,128,000	594,000	—	—	—	—
Certificates of deposit	2,500,000	—	251,000	2,249,000	—	—	—
Commercial paper	51,000	—	—	51,000	—	—	—
Corporate bonds	34,838,000	2,950,000	6,017,000	16,748,000	8,645,000	478,000	—
Money market funds	4,095,000	—	—	—	—	—	4,095,000
Mortgage backed securities	16,118,000	—	16,118,000	—	—	—	—
Municipal bonds	5,696,000	—	3,733,000	1,530,000	433,000	—	—
Repurchase agreements	31,000	—	—	28,000	—	—	3,000
U.S. Agency securities	55,441,000	—	22,598,000	32,843,000	—	—	—
U.S. Treasury securities	40,068,000	—	—	—	—	—	40,068,000
International government	1,271,000	—	1,271,000	—	—	—	—
Total investments	\$ 166,831,000	9,078,000	50,582,000	53,449,000	9,078,000	478,000	44,166,000

(c) Concentration Risk

Concentration risk rises as investments become concentrated relative to a portfolio characteristic such as issuance, issuer, market sector, counter-party, or sovereign nation and is best mitigated by diversification. The Authority's investment policy has concentration limits that provide sufficient diversification. As a result, the occurrence of concentration risk is remote.

As of June 30, 2015, the following investments of the CSU Consolidated Investment Pool and CSU Risk Management Authority of SB FAM Program (other than U.S. Treasury securities, mutual funds, and external investment pools) represented 5% or more of the Authority's total investment portfolio: Federal National Mortgage Association (Fannie Mae) totaling \$11,283,000, or 8%; and Federal Home

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Loan Banks totaling \$9,641,000, or 7%. As of June 30, 2014, the following investments of the CSU Consolidated Investment Pool and CSU Risk Management Authority of SB FAM Program (other than U.S. Treasury securities, mutual funds, and external investment pools) represented 5% or more of the Authority's total investment portfolio: Federal National Mortgage Association (Fannie Mae) totaling \$17,452,000, or 10%; Federal Home Loan Mortgage Corporation (Freddie Mac) totaling \$11,660,000, or 7%; and Federal Home Loan Banks Office of Finance totaling \$32,439,000, or 19%.

(d) Investment Income, Net

Investment income, net, included within the Statements of Revenues, Expenses, and Changes in Net Position is comprised of unrealized gains and losses of \$ (358,000) and \$1,213,000, realized gains of \$169,000 and \$428,000, and interest and dividend income of \$1,853,000 and \$2,022,000 for the years ended June 30, 2015 and 2014, respectively.

(4) Loans Receivable from Affiliates

In May 2010, the Authority entered into a loan agreement with California State University, Northridge in the amount of \$5,000,000. The nonamortizing loan term is for a 5-year period with interest due and payable quarterly, payable 30 days following the end of each calendar quarter. The interest rate is equal to the stated CSU Consolidated Investment Pool rate of return earned by the Authority (0.066% at June 30, 2015). The maturity date of the loan was June 1, 2015, and the remaining loan balances with interest were paid off in February 2015.

In November 2008, the Authority entered into a loan agreement with California State University, Fresno, in the amount of \$4,500,000. The loan term is for a 5-year period that amortizes based on a 20-year amortization schedule, with principal and interest due and payable quarterly, payable 30 days following the end of each calendar quarter. The interest rate is equal to the stated CSU Consolidated Investment Pool rate of return earned by the Authority (0.066% at June 30, 2015). The initial maturity date of the loan was October 31, 2013. On September 12, 2013, Executive Members approved California State University, Fresno's loan extension request in the amount of \$2,542,000 for an additional 5 years. The new extended maturity date of the loan is September 30, 2018.

In August 2008, the Authority entered into a loan agreement with Humboldt State University Advancement Foundation in the amount of \$2,535,000. The loan is nonamortizing, with interest due and payable quarterly, payable 30 days following the end of each calendar quarter. The interest rate is equal to the stated CSU Consolidated Investment Pool rate of return earned by the Authority (0.066% at June 30, 2015). The initial maturity date of the loan was October 31, 2013. On December 6, 2012, Executive Members approved Humboldt State University Advancement Foundation's loan extension request for an additional 5 years in the amount of \$2,000,000. The new extended maturity date of the loan is October 31, 2017.

In May 2014, the Authority entered into a line-of-credit agreement with California State University, Sacramento in the amount of \$4,000,000, and \$2,340,000 of which was drawn against the line as of June 30, 2015. The line of credit will be available for a 5-year period with principal and interest due and payable quarterly, payable 30 days following the end of each calendar quarter. The interest rate is equal to the stated

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CSU Consolidated Investment Pool rate of return earned by the Authority (0.066% at June 30, 2015). The maturity date of the line of credit is June 1, 2019.

The following table summarizes the Authority's loans receivable from affiliates as of June 30, 2015 and 2014:

	2015	2014
California State University, Northridge	\$ —	1,514,000
California State University, Fresno	1,028,000	1,492,000
Humboldt State University Advancement Foundation	2,000,000	2,000,000
California State University, Sacramento	2,340,000	—
Total loans receivable from affiliates	5,368,000	5,006,000
Less current portion	(1,136,000)	(1,778,000)
Loans receivable from affiliates, net of current portion	\$ 4,232,000	3,228,000

(5) Claims Liability for Losses and Loss Adjustment Expenses

The Authority establishes a liability for both reported and unreported events, which includes estimates of both future payments of losses and related loss adjustment expenses. Although considerable variability is inherent in such estimates, Management believes that the liability is reasonable at June 30, 2015 and 2014.

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Changes in the Authority's claims liability for the years ended June 30, 2015 and 2014 are as follows:

Claims liability for losses and loss adjustment expenses, June 30, 2013	\$ 85,749,000
Incurred claims for losses and loss adjustment expenses:	
Provision for insured events of the current fiscal year	59,313,000
Decrease in provision for insured events of prior fiscal years	<u>(6,115,000)</u>
Total incurred claims for losses and loss adjustment expenses	<u>53,198,000</u>
Payments:	
Claims and claim adjustment expenses attributable to insured events of the current fiscal year	(20,672,000)
Claims and claim adjustment expenses attributable to recoveries from reinsured events of the current fiscal year	7,653,000
Claims and claim adjustment expenses attributable to insured events of prior fiscal years	<u>(27,479,000)</u>
Total payments	<u>(40,498,000)</u>
Claims liability for losses and loss adjustment expenses, June 30, 2014	98,449,000
Incurred claims for losses and loss adjustment expenses:	
Provision for insured events of the current fiscal year	60,386,000
Decrease in provision for reinsured events of the current fiscal year	(14,527,000)
Decrease in provision for insured events of prior fiscal years	<u>(5,937,000)</u>
Total incurred claims for losses and loss adjustment expenses	<u>39,922,000</u>
Payments:	
Claims and claim adjustment expenses attributable to insured events of the current fiscal year	(20,478,000)
Claims and claim adjustment expenses attributable to recoveries from reinsured events of the current fiscal year	6,178,000
Claims and claim adjustment expenses attributable to insured events of prior fiscal years	<u>(31,436,000)</u>
Total payments	<u>(45,736,000)</u>
Claims liability for losses and loss adjustment expenses, June 30, 2015	92,635,000
Less current portion	<u>(26,715,000)</u>
Claims liability for losses and loss adjustment expenses, June 30, 2015, net of current portion	<u>\$ 65,920,000</u>

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(6) Related-Party Transactions

The following represents a summary of the accounts receivable, contributions (premiums), dividends distribution, for the years ended June 30, 2015 and 2014, and general liability insurance deductibles for the policy period detailed by campus:

June 30, 2015				
Members	Accounts receivable	Contributions for the fiscal year	Dividend distribution	General liability insurance deductibles per occurrence
Bakersfield	\$ —	1,431,000	(256,000)	35,000
California Maritime Academy	—	561,000	(80,000)	35,000
Chancellor's Office	—	9,827,000	(157,000)	100,000
Channel Islands	—	1,533,000	(153,000)	35,000
Chico	—	2,543,000	(354,000)	250,000
Dominguez Hills	—	2,566,000	(425,000)	100,000
East Bay	—	2,975,000	(191,000)	500,000
Fresno	—	3,900,000	(1,050,000)	250,000
Fullerton	—	3,993,000	(363,000)	250,000
Humboldt	—	2,101,000	(339,000)	50,000
Long Beach	—	5,808,000	(700,000)	250,000
Los Angeles	—	3,590,000	(320,000)	250,000
Monterey Bay	—	1,310,000	(263,000)	35,000
Northridge	—	4,580,000	(392,000)	750,000
Pomona	—	3,929,000	(352,000)	250,000
Sacramento	—	3,547,000	(377,000)	900,000
San Bernardino	—	2,411,000	(446,000)	50,000
San Diego	—	4,909,000	(380,000)	900,000
San Francisco	—	4,752,000	(563,000)	500,000
San Jose	—	4,745,000	(444,000)	750,000
San Luis Obispo	—	3,990,000	(264,000)	250,000
San Marcos	—	1,563,000	(340,000)	50,000
Sonoma	—	1,957,000	(310,000)	100,000
Stanislaus	—	1,653,000	(158,000)	35,000
Auxiliary Organizations	490,000	15,074,000	(1,180,000)	—
	\$ 490,000	95,248,000	(9,857,000)	

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June 30, 2014				
Members	Accounts receivable	Contributions for the fiscal year	Dividend distribution	General liability insurance deductibles per occurrence
Bakersfield	\$ —	1,384,000	(209,000)	35,000
California Maritime Academy	—	475,000	(59,000)	35,000
Channel Islands	—	1,440,000	(108,000)	35,000
Chico	—	2,489,000	(307,000)	100,000
Chancellor's Office	—	8,078,000	(123,000)	100,000
Dominguez Hills	—	2,426,000	(320,000)	100,000
East Bay	—	2,686,000	(153,000)	500,000
Fresno	—	4,231,000	(785,000)	250,000
Fullerton	—	3,679,000	(304,000)	250,000
Humboldt	—	2,087,000	(296,000)	35,000
Long Beach	—	5,030,000	(608,000)	250,000
Los Angeles	—	3,349,000	(299,000)	250,000
Monterey Bay	—	1,322,000	(216,000)	35,000
Northridge	—	4,330,000	(320,000)	500,000
Pomona	—	3,571,000	(281,000)	250,000
Sacramento	—	3,578,000	(281,000)	250,000
San Bernardino	—	2,550,000	(342,000)	50,000
San Diego	—	4,662,000	(299,000)	900,000
San Francisco	—	4,586,000	(533,000)	500,000
San Jose	—	4,590,000	(346,000)	500,000
San Luis Obispo	—	3,698,000	(233,000)	250,000
San Marcos	—	1,411,000	(319,000)	50,000
Sonoma	—	2,021,000	(230,000)	100,000
Stanislaus	—	1,658,000	(126,000)	35,000
Auxiliary Organizations	294,000	14,850,000	(1,824,000)	—
	<u>\$ 294,000</u>	<u>90,181,000</u>	<u>(8,921,000)</u>	

(7) Excess Insurance and Reinsurance

(a) Excess Insurance

For the years ended June 30, 2015 and 2014, the Authority purchased excess insurance to protect the members from catastrophic losses. The Authority maintained excess public entity liability insurance coverage provided by School Excess Liability Fund (SELF), a Joint Powers Authority, with coverage for individual claims above \$5,000,000 and up to \$45,000,000 per occurrence until December 2009.

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The Authority maintained excess general liability insurance coverage provided by Ironshore Specialty Insurance Company and various other insurers with coverage for individual claims above \$5,000,000 up to \$200,000,000 per occurrence. The Authority purchased excess workers' compensation insurance provided by the Safety National to statutory limits in excess of the \$2,500,000 self-insured retention for the years ended June 30, 2015 and 2014. For the AORMA workers' compensation program, the Authority purchased excess workers' compensation insurance provided by Safety National for the years ended June 30, 2015 and 2014 to statutory limits in excess of the \$500,000 self-insured retention. There have been no settlements in the most recent three fiscal years that have exceeded insurance limits.

Effective January 1, 2015, the Authority joined the CSAC Excess Insurance Authority (the EIA) Excess Workers' Compensation Program, covered pursuant to the memorandum of coverage issued by the EIA. The EIA is responsible for all covered losses within the amount of the self-insured retention layer of \$2,500,000 for the Campus workers' compensation program and \$500,000 for the AORMA workers' compensation program. The estimated amounts that are recoverable from the EIA and that reduce the liabilities as of June 30, 2015 were \$12,362,000 for the Campus workers' compensation program and \$1,248,000 for the AORMA workers' compensation program.

(b) Reinsurance

For the years ended June 30, 2015 and 2014, the Authority did not enter into the CSU's workers' compensation reinsurance contract. From the years ended June 30, 2008 through June 30, 2012, the Authority entered into a reinsurance contract with the Insurance Company of the State of Pennsylvania (the Reinsurer). This transaction reinsured the CSU's workers' compensation claims liability for claims incurred within the \$2,500,000 self-insured retention up to aggregate limits. The estimated amounts that are recoverable from the reinsurer and that reduce the liabilities as of June 30, 2015 and 2014 were \$26,145,000 and \$32,466,000, respectively. While such losses are reinsured, the Authority will not be relieved of its primary obligations to the policyholder in this reinsurance transaction.

For the years ended June 30, 2015 and 2014, the Authority purchased reinsurance for the Campus and AORMA liability programs provided by the General Reinsurance Corporation. This transaction reinsured the AORMA claims liability for individual claims incurred in excess of \$350,000 and up to \$5,000,000 per occurrence. The reinsurance premiums for the years ended June 30, 2015 and 2014 were \$1,020,000 and \$990,000, respectively. There have been no settlements in the most recent three fiscal years that have exceeded insurance limits.

For the years ended June 30, 2015 and 2014, the Authority purchased reinsurance for the campus and AORMA property programs provided by the Public Entity Property Insurance Program (the PEPPIP). This transaction reinsured the Campus and AORMA property programs for individual claims in excess of \$100,000 for the AORMA program and \$1,000,000 for the Campus program and up to \$1,000,000,000 per occurrence. The reinsurance premiums for the years ended June 30, 2015 and 2014 were \$5,852,000 and \$10,636,000, respectively. The coverage terms and conditions are the same as provided by the PEPPIP in prior years.

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(8) SELF Assessment Liability

Prior to July 1, 2004, the Authority maintained excess workers' compensation insurance coverage provided by SELF, a public entity risk pool. The Authority remains liable for assessments from SELF in settlement of claims incurred prior to July 1, 2004. The assessment liabilities as of June 30, 2015 and 2014 were \$10,909,000 and \$12,269,000, respectively.

(9) Subsequent Event

Subsequent events have been evaluated through September 25, 2015, which corresponds to the date when the financial statements were issued. There are no subsequent events that require disclosure.

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Supplementary Information

Reconciliation of Workers' Compensation Claims Liabilities

The schedule below presents the changes in claims liabilities for the Authority's Workers' Compensation contract for the year ended June 30:

	<u>2015</u>	<u>2014</u>
Claims liability for losses and loss adjustment expenses, beginning of year	\$ 65,301,000	54,567,000
Incurring claims and claim adjustment expenses:		
Provision for insured events of current fiscal year	28,840,000	27,757,000
Decrease in provision for reinsured events of current fiscal year	(13,185,000)	—
Decrease in provision for insured events of prior fiscal years	(8,084,000)	(5,615,000)
Total incurred claims and claim adjustment expenses	<u>7,571,000</u>	<u>22,142,000</u>
Payments:		
Claims and claim adjustment expenses attributable to insured events of current fiscal year	(2,120,000)	(3,187,000)
Claims and claim adjustment expenses attributable to recoveries from reinsured events of current fiscal year	6,084,000	7,653,000
Claims and claim adjustment expenses attributable to insured events of prior fiscal years	(15,836,000)	(15,874,000)
Total payments	<u>(11,872,000)</u>	<u>(11,408,000)</u>
Claims liability for losses and loss adjustment expenses, end of year	<u>\$ 61,000,000</u>	<u>65,301,000</u>

See accompanying independent auditors' report.

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Supplementary Information

Reconciliation of General Liability Claims Liabilities

The schedule below presents the changes in claims liabilities for the Authority's General Liability contract for the year ended June 30:

	<u>2015</u>	<u>2014</u>
Claims liability for losses and loss adjustment expenses, beginning of year	\$ 19,038,000	18,044,000
Incurring claims and claim adjustment expenses:		
Provision for insured events of current fiscal year	7,496,000	8,197,000
Increase (decrease) in provision for insured events of prior fiscal years	<u>71,000</u>	<u>(628,000)</u>
Total incurred claims and claim adjustment expenses	<u>7,567,000</u>	<u>7,569,000</u>
Payments:		
Claims and claim adjustment expenses attributable to insured events of current fiscal year	—	—
Claims and claim adjustment expenses attributable to insured events of prior fiscal years	<u>(8,176,000)</u>	<u>(6,575,000)</u>
Total payments	<u>(8,176,000)</u>	<u>(6,575,000)</u>
Claims liability for losses and loss adjustment expenses, end of year	<u>\$ 18,429,000</u>	<u>19,038,000</u>

See accompanying independent auditors' report.

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Supplementary Information

**Reconciliation of Industrial Disability, Nonindustrial Disability, and Unemployment
Insurance (IDL/NDL/UI) Claims Liabilities**

The schedule below presents the changes in claims liabilities for the Authority's IDL/NDL/UI contracts for the year ended June 30:

	<u>2015</u>	<u>2014</u>
Claims liability for losses and loss adjustment expenses, beginning of year	\$ —	—
Incurring claims and claim adjustment expenses:		
Provision for insured events of current fiscal year	<u>12,774,000</u>	<u>12,793,000</u>
Total incurred claims and claim adjustment expenses	<u>12,774,000</u>	<u>12,793,000</u>
Payments:		
Claims and claim adjustment expenses attributable to insured events of current fiscal year	<u>(12,774,000)</u>	<u>(12,793,000)</u>
Total payments	<u>(12,774,000)</u>	<u>(12,793,000)</u>
Claims liability for losses and loss adjustment expenses, end of year	<u>\$ —</u>	<u>—</u>

See accompanying independent auditors' report.

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Supplementary Information

Reconciliation of Property Claims Liabilities

The schedule below presents the changes in claims liabilities for the Authority's Property contract for the year ended June 30:

	<u>2015</u>	<u>2014</u>
Claims liability for losses and loss adjustment expenses, beginning of year	\$ —	—
Incurred claims and claim adjustment expenses:		
Provision for insured events of current fiscal year	<u>2,465,000</u>	<u>1,269,000</u>
Total incurred claims and claim adjustment expenses	<u>2,465,000</u>	<u>1,269,000</u>
Payments:		
Claims and claim adjustment expenses attributable to insured events of current fiscal year	<u>(2,465,000)</u>	<u>(1,269,000)</u>
Total payments	<u>(2,465,000)</u>	<u>(1,269,000)</u>
Claims liability for losses and loss adjustment expenses, end of year	<u>\$ —</u>	<u>—</u>

See accompanying independent auditors' report.

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Supplementary Information

Reconciliation of Athletic Injury Medical Expense (AIME) Claims Liabilities

The schedule below presents the changes in claims liabilities for the Authority's AIME contract for the year ended June 30:

	<u>2015</u>	<u>2014</u>
Claims liability for losses and loss adjustment expenses, beginning of year	\$ 1,912,000	2,056,000
Incurred claims and claim adjustment expenses:		
Provision for insured events of current fiscal year	3,010,000	2,870,000
Decrease in provision for insured events of prior fiscal years	<u>(78,000)</u>	<u>—</u>
Total incurred claims and claim adjustment expenses	<u>2,932,000</u>	<u>2,870,000</u>
Payments:		
Claims and claim adjustment expenses attributable to insured events of current fiscal year	(1,416,000)	(1,348,000)
Claims and claim adjustment expenses attributable to insured events of prior fiscal years	<u>(1,462,000)</u>	<u>(1,666,000)</u>
Total payments	<u>(2,878,000)</u>	<u>(3,014,000)</u>
Claims liability for losses and loss adjustment expenses, end of year	<u>\$ 1,966,000</u>	<u>1,912,000</u>

See accompanying independent auditors' report.

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Supplementary Information

Reconciliation of AORMA Workers' Compensation Claims Liabilities

The schedule below presents the changes in claims liabilities for the AORMA Workers' Compensation contract for the year ended June 30:

	<u>2015</u>	<u>2014</u>
Claims liability for losses and loss adjustment expenses, beginning of year	\$ 9,070,000	8,219,000
Incurring claims and claim adjustment expenses:		
Provision for insured events of current fiscal year	3,321,000	2,831,000
Decrease in provision for reinsured events of current fiscal year	(1,342,000)	—
Increase in provision for insured events of prior fiscal years	45,000	303,000
Total incurred claims and claim adjustment expenses	<u>2,024,000</u>	<u>3,134,000</u>
Payments:		
Claims and claim adjustment expenses attributable to insured events of current fiscal year	(238,000)	(259,000)
Claims and claim adjustment expenses attributable to recoveries from reinsured events of current fiscal year	94,000	—
Claims and claim adjustment expenses attributable to insured events of prior fiscal years	<u>(1,955,000)</u>	<u>(2,024,000)</u>
Total payments	<u>(2,099,000)</u>	<u>(2,283,000)</u>
Claims liability for losses and loss adjustment expenses, end of year	<u>\$ 8,995,000</u>	<u>9,070,000</u>

See accompanying independent auditors' report.

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Supplementary Information

Reconciliation of AORMA General Liability Claims Liabilities

The schedule below presents the changes in claims liabilities for the AORMA General Liability contract for the year ended June 30:

	<u>2015</u>	<u>2014</u>
Claims liability for losses and loss adjustment expenses, beginning of year	\$ 3,128,000	2,863,000
Incurred claims and claim adjustment expenses:		
Provision for insured events of current fiscal year	1,124,000	1,895,000
Increase (decrease) in provision for insured events of prior fiscal years	<u>2,109,000</u>	<u>(175,000)</u>
Total incurred claims and claim adjustment expenses	<u>3,233,000</u>	<u>1,720,000</u>
Payments:		
Claims and claim adjustment expenses attributable to insured events of current fiscal year	(109,000)	(115,000)
Claims and claim adjustment expenses attributable to insured events of prior fiscal years	<u>(4,007,000)</u>	<u>(1,340,000)</u>
Total payments	<u>(4,116,000)</u>	<u>(1,455,000)</u>
Claims liability for losses and loss adjustment expenses, end of year	<u>\$ 2,245,000</u>	<u>3,128,000</u>

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Supplementary Information

Reconciliation of AORMA Property Claims Liabilities

The schedule below presents the changes in claims liabilities for the AORMA Property contract for the year ended June 30:

	<u>2015</u>	<u>2014</u>
Claims liability for losses and loss adjustment expenses, beginning of year	\$ —	—
Incurred claims and claim adjustment expenses:		
Provision for insured events of current fiscal year	<u>252,000</u>	<u>210,000</u>
Total incurred claims and claim adjustment expenses	<u>252,000</u>	<u>210,000</u>
Payments:		
Claims and claim adjustment expenses attributable to insured events of current fiscal year	<u>(252,000)</u>	<u>(210,000)</u>
Total payments	<u>(252,000)</u>	<u>(210,000)</u>
Claims liability for losses and loss adjustment expenses, end of year	<u><u>\$ —</u></u>	<u><u>—</u></u>

See accompanying independent auditors' report.

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Supplementary Information

Reconciliation of AORMA Unemployment Insurance Program (UIP) Claims Liabilities

The schedule below presents the changes in claims liabilities for the AORMA UIP contract for the year ended June 30:

	<u>2015</u>	<u>2014</u>
Claims liability for losses and loss adjustment expenses, beginning of year	\$ —	—
Incurred claims and claim adjustment expenses:		
Provision for insured events of current fiscal year	<u>1,104,000</u>	<u>1,491,000</u>
Total incurred claims and claim adjustment expenses	<u>1,104,000</u>	<u>1,491,000</u>
Payments:		
Claims and claim adjustment expenses attributable to insured events of current fiscal year	<u>(1,104,000)</u>	<u>(1,491,000)</u>
Total payments	<u>(1,104,000)</u>	<u>(1,491,000)</u>
Claims liability for losses and loss adjustment expenses, end of year	<u>\$ —</u>	<u>—</u>

See accompanying independent auditors' report.

**CALIFORNIA STATE UNIVERSITY
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Schedule of Net Position

June 30, 2015

(for inclusion in the California State University)

Assets:	
Current assets:	
Short-term investments	\$ 6,903,934
Accounts receivable, net	1,557,059
Notes receivable, current portion	1,135,724
Prepaid expenses and other assets	<u>30,703,808</u>
Total current assets	<u>40,300,525</u>
Noncurrent assets:	
Notes receivable, net of current portion	4,232,332
Other long-term investments	<u>130,108,243</u>
Total noncurrent assets	<u>134,340,575</u>
Total assets	<u>174,641,100</u>
Liabilities:	
Current liabilities:	
Accounts payable	6,363,154
Unearned revenue	36,531
Claims liability for losses and LAE – current portion	<u>26,715,497</u>
Total current liabilities	<u>33,115,182</u>
Noncurrent liabilities:	
Claims liability for losses and LAE, net of current portion	65,919,511
Other liabilities	<u>9,545,359</u>
Total noncurrent liabilities	<u>75,464,870</u>
Total liabilities	<u>108,580,052</u>
Net position:	
Unrestricted	<u>66,061,048</u>
Total net position	<u>\$ 66,061,048</u>

See accompanying independent auditors' report.

**CALIFORNIA STATE UNIVERSITY
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Schedule of Revenues, Expenses, and Changes in Net Position

Year Ended June 30, 2015

(for inclusion in the California State University)

Revenues:		
Operating revenues:		
Other operating revenues	\$	88,375,632
Total operating revenues		<u>88,375,632</u>
Expenses:		
Operating expenses:		
Instruction		12,691,533
Research		152,203
Public service		185,831
Academic support		2,891,677
Student services		2,964,531
Institutional support		53,619,281
Operation and maintenance of plant		1,805,420
Auxiliary enterprise expenses		631,984
Total operating expenses		<u>74,942,460</u>
Operating income		<u>13,433,172</u>
Nonoperating revenues (expenses):		
Investment income, net		1,749,523
Other nonoperating expenses		<u>(9,857,407)</u>
Net nonoperating expenses		<u>(8,107,884)</u>
Increase in net position		<u>5,325,288</u>
Net position:		
Net position, beginning of year		<u>60,735,760</u>
Net position, end of year	\$	<u><u>66,061,048</u></u>

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Other Information

June 30, 2015

(for inclusion in the California State University)

	Current unrestricted	Total current	Noncurrent unrestricted	Total noncurrent	Total
Composition of investments:					
Asset-backed securities	\$ 465,071	465,071	9,787,104	9,787,104	10,252,175
Certificates of deposit	320,294	320,294	—	—	320,294
Corporate bonds	2,017,129	2,017,129	25,663,055	25,663,055	27,680,184
Money market funds	55,882	55,882	6,823,631	6,823,631	6,879,513
Mortgage-backed securities	3,442	3,442	15,904,269	15,904,269	15,907,711
Municipal bonds	48,087	48,087	2,062,144	2,062,144	2,110,231
Repurchase agreements	17,696	17,696	—	—	17,696
U.S. agency securities	2,422,844	2,422,844	22,064,054	22,064,054	24,486,898
U.S. Treasury securities	1,553,489	1,553,489	46,553,292	46,553,292	48,106,781
Other major investments:					
International government	—	—	1,250,694	1,250,694	1,250,694
Total investments	\$ 6,903,934	6,903,934	130,108,243	130,108,243	137,012,177

See accompanying independent auditors' report.

CALIFORNIA STATE UNIVERSITY
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Claims Development Information
(In thousands)
(Unaudited)

	Policy year end June 30									
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Net earned required Contribution and investment revenues:										
Earned	\$ 97,427	101,489	92,065	85,769	90,247	96,364	104,726	91,560	93,935	96,997
Ceded	97,427	101,489	92,065	18,469	19,024	18,879	16,149	3,005	11,626	6,872
Net earned	\$ 42,950	31,358	49,872	67,300	71,223	77,485	88,577	88,555	82,309	90,125
Unallocated expenses				43,306	52,578	39,257	48,776	41,755	30,116	44,878
Estimated incurred claims and expenses, end of policy year:										
Incurred	\$ 41,041	41,023	41,474	28,604	57,959	63,416	57,994	59,095	59,313	60,386
Ceded	41,041	41,023	41,474	17,996	17,118	19,834	19,575	14,527	14,527	14,527
Total	\$ 82,082	82,046	82,948	46,600	75,077	83,250	77,569	73,622	73,840	74,913
Paid (cumulative) as of:										
End of policy year	\$ 11,067	12,032	12,301	12,022	18,972	18,972	20,541	11,400	13,019	14,300
One year later	16,356	20,627	19,767	14,801	22,697	20,457	22,295	28,965	27,549	
Two years later	21,878	28,585	25,324	20,511	23,082	23,664	23,833	35,942		
Three years later	24,902	34,565	28,175	19,458	24,863	28,733	25,063			
Four years later	26,092	36,060	28,667	20,063	25,943	29,004				
Five years later	26,421	34,064	28,062	20,385	29,061					
Six years later	22,807	35,201	29,240	20,624						
Seven years later	23,579	35,983	30,032							
Eight years later	25,813	36,373								
Nine years later	26,300									
Reestimated ceded claims and expenses	\$ —	—	—	18,767	17,996	22,643	21,685	—	—	14,527
Reestimated incurred claims and expenses:										
End of policy year	\$ 41,041	41,023	41,474	10,608	40,841	43,582	38,419	59,095	59,313	45,859
One year later	34,756	40,392	38,704	23,692	34,160	30,986	27,064	50,697	48,463	
Two years later	33,116	41,336	38,858	24,655	29,484	28,962	27,864	50,636		
Three years later	32,527	42,254	38,264	20,456	28,725	30,268	26,082			
Four years later	31,727	42,727	33,533	20,742	28,024	30,168				
Five years later	31,258	38,318	33,778	20,858	32,595					
Six years later	26,657	38,458	34,125	21,110						
Seven years later	28,205	38,643								
Eight years later	28,494	38,873								
Nine years later	28,892									
Increase (decrease) in estimated incurred claims and expenses from end of policy year	\$ (12,149)	(2,150)	(6,147)	10,502	(8,246)	(13,414)	(12,337)	(8,459)	(10,850)	—

See accompanying independent auditors' report.

CAMPUS RISK POOLS FUNDING STATUS AT JUNE 30, 2015

ISSUE: Each year, Staff evaluates the funding status of CSURMA's major risk pool programs and presents its findings to the Executive Committee and the Board of Directors. The Executive Committee heard the report at its September 11, 2015 meeting, and is being presented to the Board of Directors today. In its evaluation, Staff uses the most recent actuarial reports and financial statements prepared by the Accountant. Staff has completed its evaluation of the funding status for Campus Liability, Campus Workers' Compensation and Athletic Injury Medical Expense risk pools at June 30, 2015.

RECOMMENDATION: No action requested. This item is provided for information only.

FISCAL IMPACT: Not applicable as action is not requested for this item.

BACKGROUND: The Board of Directors adopted Policy & Procedure No. 7-JPA on April 24, 1997 to fund prior years' claim liabilities on a cash basis, and to begin funding claims as they are incurred beginning in July 1, 1999 with the ultimate goal to achieve accrual funding for all program years in ten years. CSURMA's funding goal was achieved in eight years on July 1, 2007. Subsequently, the Board revised Policy & Procedure No. 7-JPA which was adopted on April 27, 2015.

PUBLICATION: None

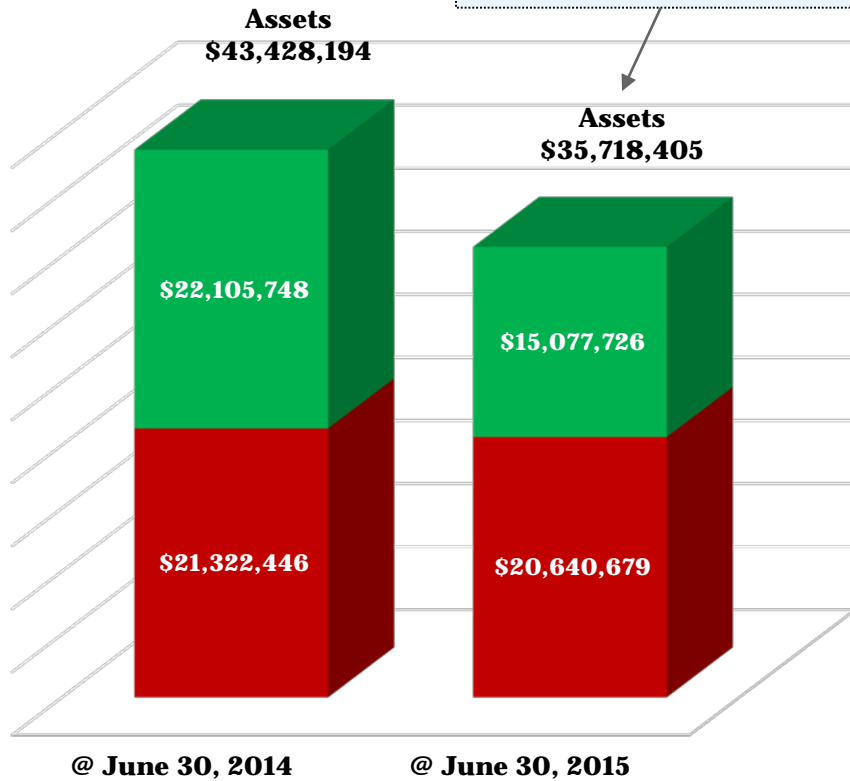
ATTACHMENT(S):

- a. Table and Chart showing Funding Projections at June 30, 2015

Risk Pools Funding Status

Campus Liability

The program Assets have been reduced by the unearned interest of \$12,039 and accounts payable of \$450,202.

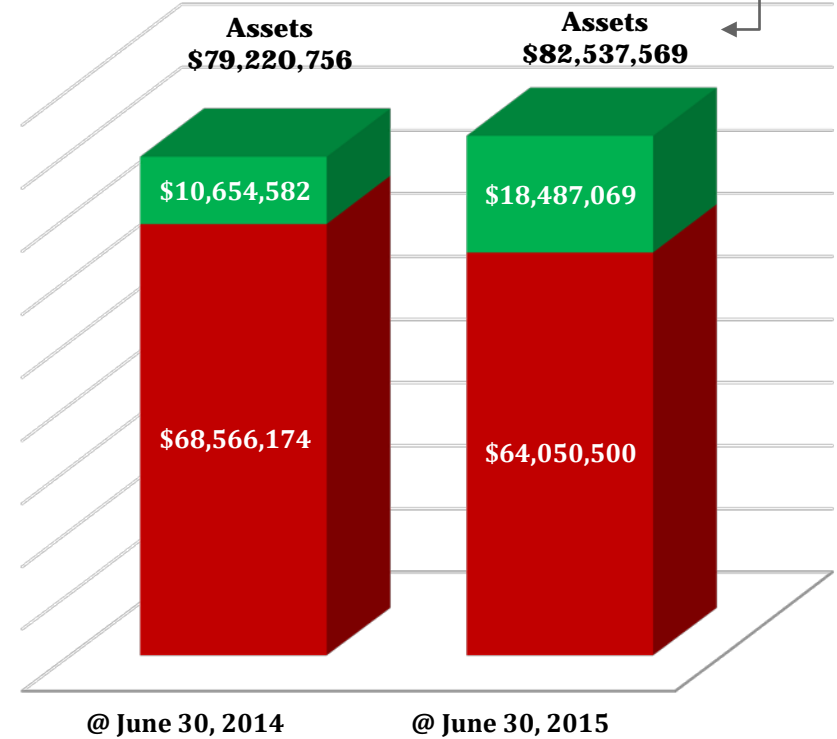


■ Unencumbered Funds

■ Estimated Outstanding Losses (at a 70% actuarial confidence level, undiscounted for investment income and include the Unallocated Loss Adjustment Expense)

Campus Workers' Compensation

The program Assets have been reduced by the SELF assessment of \$10,908,929 and accounts payable of \$891,268.



■ Unencumbered Funds

■ Estimated Outstanding Losses (at a 70% actuarial confidence level and undiscounted for investment income)

Risk Pools Funding Status

Athletic Injury Medical Expense

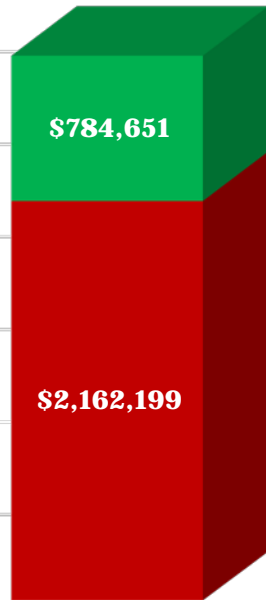
The program Assets have been increased by the account receivables of \$2,885.

Assets
\$2,946,850

Assets
\$2,408,231



@ June 30, 2014

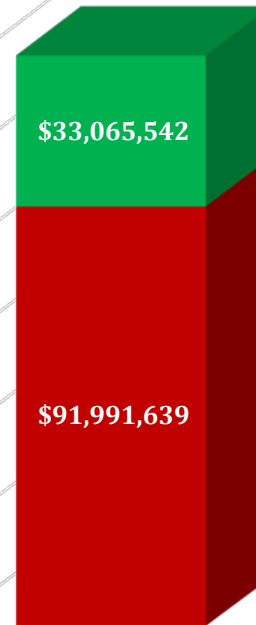


@ June 30, 2015

- Unencumbered Funds
- Estimated Outstanding Losses (at a 70% actuarial confidence level and undiscounted for investment income)

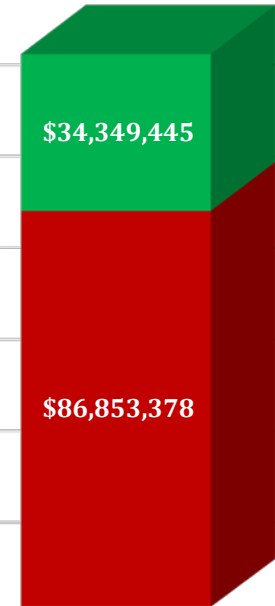
Campus Total

Assets
\$125,057,181



@ June 30, 2014

Assets
\$121,202,823

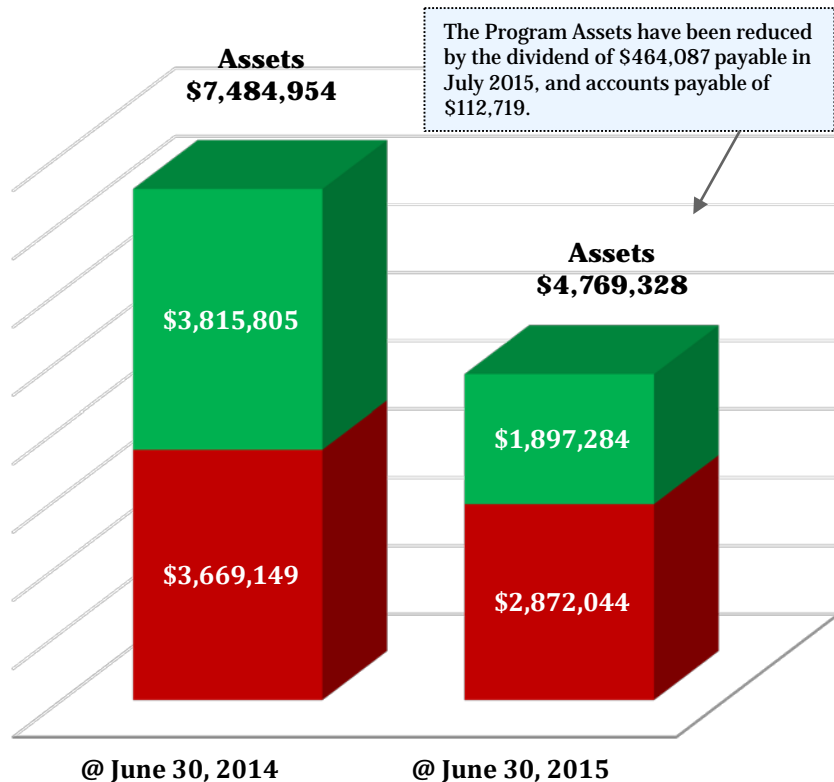


@ June 30, 2015

- Unencumbered Funds
- Estimated Outstanding Losses (at a 70% actuarial confidence level and undiscounted for investment income)

Risk Pools Funding Status

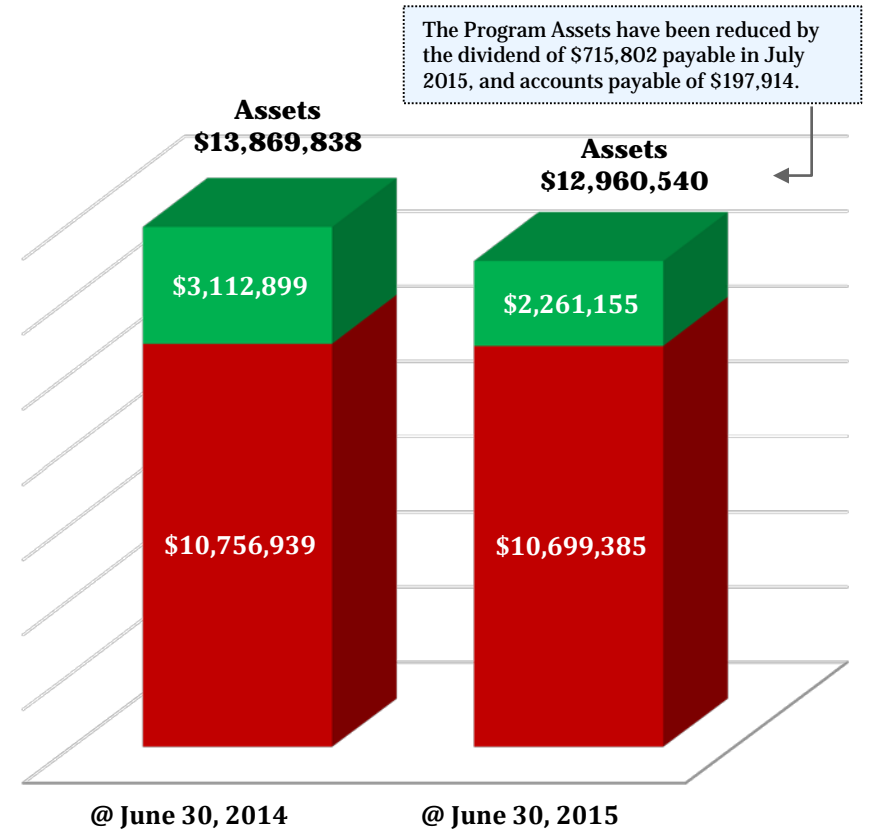
AORMA Liability



■ Unencumbered Funds

■ Estimated Outstanding Losses (at a 80% actuarial confidence level, undiscounted for investment income and include the Unallocated Loss Adjustment Expense)

AORMA Workers' Compensation



■ Unencumbered Funds

■ Estimated Outstanding Losses (at a 80% actuarial confidence level, undiscounted for investment income and include the Unallocated Loss Adjustment Expense)

**EVALUATION OF POTENTIAL CAMPUS RISK POOLS
DIVIDENDS AND ASSESSMENTS**

ISSUE: Per CSURMA Policy and Procedure No. 14, the Executive Committee evaluates and approves dividends and assessments for the Campus Risk Pools. The practice has been to declare a dividend of up to fifty percent (50%) of unencumbered program funds where available and an assessment to cover existing and anticipated funding shortfalls for funds that have a negative fund balance.

PROPOSED CAMPUS RISK POOLS DIVIDENDS AND ASSESSMENTS

Program	FY 14/15 Dividend (Assessment)	FY 15/16 Dividend (Assessment)
Liability	\$8,677,518	\$5,038,862
Workers' Compensation	0	\$3,461,497
IDL/NDI/UI	0	0
Total	\$8,677,518	\$8,500,359

RECOMMENDATION: The Executive Committee recommends that the Board approve the proposed dividends for Campus Liability and Campus Workers' Compensation risk pools. The Executive Committee also recommends the Board delegate authority to the AIME Committee to determine if a dividend can be distributed from the AIME risk pool in accordance with CSURMA's policies and procedures.

FISCAL IMPACT: The recommended action would reduce the Campus Liability and Campus Workers' Compensation unencumbered funds by half of their excess reserves.

BACKGROUND: CSURMA adopted a funding policy that calls for each program to fund its liabilities. CSURMA allows inter-fund borrowing if a fund has a deficit position. Last year, CSURMA declared a dividend of \$8,677,518.

PUBLICATION: None.

ATTACHMENT(S):

- a. Target Equity Calculation
- b. Dividends and Assessments Summary
- c. Policy and Procedure #13 – Campus Risk Pool Target Reserve Funding Goal
- d. Policy and Procedure #14 – Campus Risk Pool Dividends and Assessments

**Campus Liability Risk Pool
Target Surplus Funding Analysis - \$5,000,000 Self-Insured Retention
@ 6/30/15 (unaudited)**

Analysis Factors	@ June 30, 2015	
Gross Premium (FY 15/16)	13,434,901	
Maximum Retention (each occurrence)	5,000,000	
Estimated Outstanding Liabilities @ 6/30/15	16,276,171	<i>Expected, Undiscounted, net of deductibles</i>
Estimated Outstanding Liabilities @ 6/30/15	18,229,312	<i>70% Confidence Level, Undiscounted</i>
Program Assets @ 6/30/15	35,718,405	#1
Estimated Funded Loss at a 70% confidence level	20,640,679	#2
Unencumbered Funds above a 70% confidence level	15,077,726	

#1 - Program assets have been reduced by unearned interest of \$12,039 and accounts payable of \$450,202

#2 - Includes Unallocated Loss Adjustment Expense

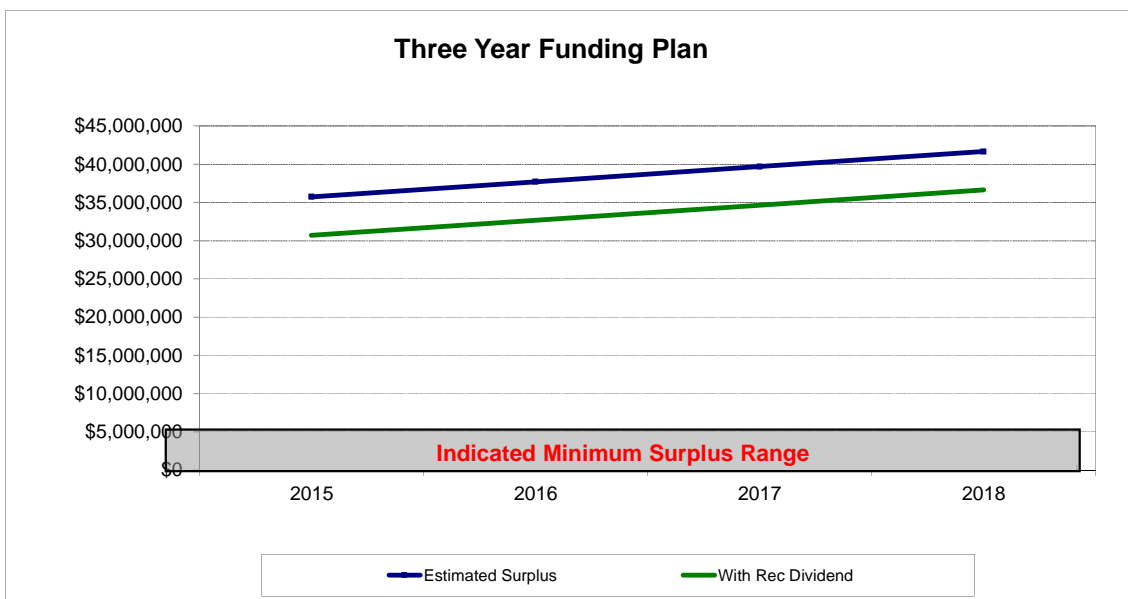
Ratio	Target	Indicated Minimum Surplus	Projected Ratio
Premium to Surplus	< 3:1	4,478,300	0.38
Surplus to Retention	> 1:1	5,000,000	7.14
Outstanding Reserves to Surplus	≤ 5:1	3,255,234	0.46

Dividend	
Maximum Dividend Available	10,077,726
Recommended Dividend 50%	5,038,863

2015/16 Pool Funding Options			
Confidence Levels	Risk Factor	Pooled Layer Funding	Reserve Balance
Expected #1	1.000	\$13,196,700	-
70% Confidence Level #1	1.150	\$15,176,205	\$1,979,505

#1 -Undiscounted for investment income and includes Unallocated Loss Adjustment Expense

Three Year Funding Plan			
Fiscal Year	Amount Added to Reserves	Estimated Reserve Balance	Estimated Reserve Balance w/ Recommended Dividend
Estimated Balance at 6/30/15	N/A	\$35,718,405	\$30,679,542
2015/16 - Collection @ 70% Confidence Level	\$1,979,505	\$37,697,910	\$32,659,047
2016/17 - Collection @ 70% Confidence Level	\$1,979,505	\$39,677,415	\$34,638,552
2017/18 - Collection @ 70% Confidence Level	\$1,979,505	\$41,656,920	\$36,618,057



**Campus Workers' Compensation Risk Pool
Target Surplus Funding Analysis - \$2,500,000 Self-Insured Retention
@ 6/30/15 (unaudited)**

Analysis Factors	@ June 30, 2015	
Gross Premium (FY 15/16)	33,196,159	
Maximum Retention (each occurrence)	2,500,000	
Estimated Outstanding Liabilities @ 6/30/15	57,820,356	<i>Expected, Undiscounted</i>
Estimated Outstanding Liabilities @ 6/30/15	60,711,374	<i>70% Confidence Level, Undiscounted</i>
Program Assets @ 6/30/15	82,537,569	#1
Estimated Funded Loss at a 70% confidence level	64,050,500	#2
Unencumbered Funds above a 70% confidence level	18,487,069	

#1 - Program assets have been reduced by SELF assessment of \$10,908,929 and accounts payable of \$891,268

#2 - Includes Unallocated Loss Adjustment Expense

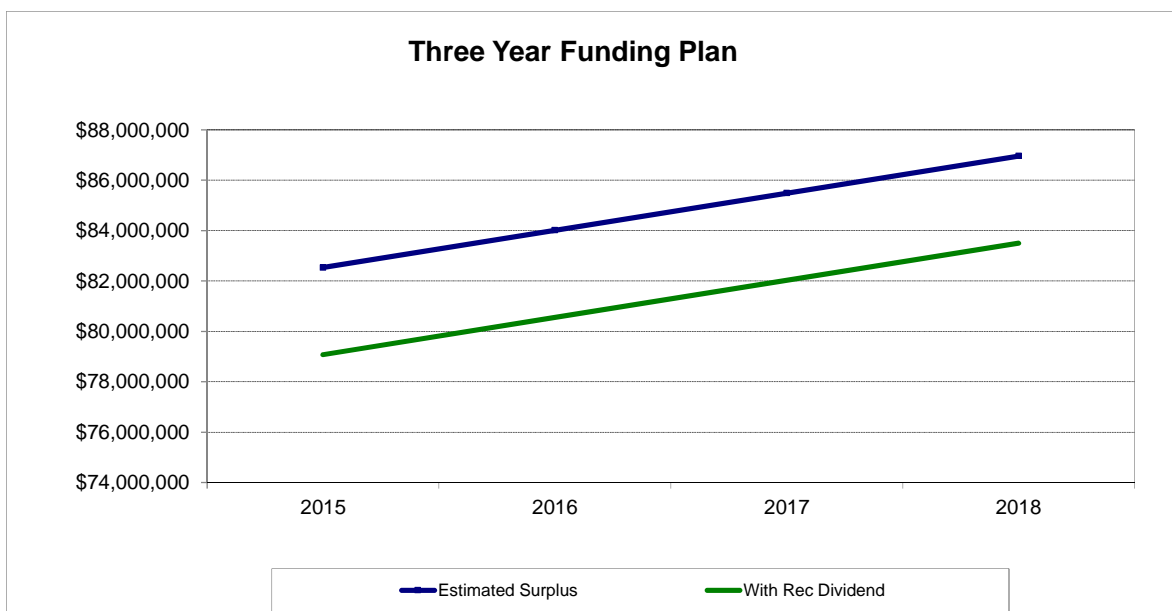
Ratio	Target	Indicated Minimum Surplus	Projected Ratio
Premium to Surplus	< 3:1	11,065,386	0.40
Surplus to Retention	> 2:1	5,000,000	33.02
Outstanding Reserves to Surplus	≤ 5:1	11,564,071	0.70

Dividend	
Maximum Dividend Available:	6,922,998
Recommended Dividend 50%	3,461,499

2015/16 Pool Funding Options			
Confidence Levels	Risk Factor	Pooled Layer Funding	Reserve Balance
Expected #1	1.000	29,505,525	-
70% Confidence Level #1	1.050	30,980,801	1,475,276

#1 - Undiscounted for investment income and includes Unallocated Loss Adjustment Expense

Three Year Funding Plan			
Fiscal Year	Amount Added to Reserves	Estimated Reserve Balance	Estimated Reserve Balance w/ Recommended Dividend
Estimated Balance at 6/30/15	N/A	82,537,569	79,076,070
2015/16 - Collection @ 70% Confidence Level	1,475,276	84,012,845	80,551,346
2016/17 - Collection @ 70% Confidence Level	1,475,276	85,488,122	82,026,623
2017/18 - Collection @ 70% Confidence Level	1,475,276	86,963,398	83,501,899



California State University Risk Management Authority

Recommended Campus Risk Pools Dividends/Assessments

Campus	Liability % of Total Deposit	WC % of Total Deposit	IDL/NDL/UI % of Total Deposit	Liability Dividend	WC Dividend	IDL/NL/UI Assessment	Net Dividend
Bakersfield	2.87%	1.79%	1.71%	144,653	61,968	0	206,621
Channel Islands	2.05%	2.03%	2.18%	103,105	70,364	0	173,469
Chico	3.78%	3.88%	3.30%	190,269	134,237	0	324,506
Dominguez Hills	5.38%	3.36%	3.10%	271,209	116,395	0	387,604
East Bay	2.60%	4.76%	4.61%	131,096	164,784	0	295,880
Fresno	11.71%	4.30%	4.18%	590,190	148,973	0	739,163
Fullerton	4.25%	5.53%	5.16%	213,999	191,268	0	405,267
Humboldt	3.95%	2.54%	3.63%	198,854	87,883	0	286,737
Long Beach	7.74%	8.13%	7.33%	390,227	281,304	0	671,531
Los Angeles	3.44%	6.22%	3.96%	173,574	215,286	0	388,860
Maritime Academy	1.04%	0.58%	0.65%	52,293	20,204	0	72,497
Monterey Bay	2.74%	1.69%	1.93%	138,051	58,433	0	196,484
Northridge	4.66%	7.18%	6.93%	234,989	248,661	0	483,650
Pomona	4.50%	6.20%	3.96%	226,628	214,454	0	441,082
Sacramento	4.47%	4.63%	5.66%	225,108	160,410	0	385,518
San Bernardino	4.80%	3.45%	3.13%	241,895	119,275	0	361,170
San Diego	4.58%	7.24%	6.58%	230,692	250,679	0	481,371
San Francisco	5.76%	7.62%	9.12%	290,302	263,679	0	553,981
San Jose	5.45%	5.47%	7.33%	274,371	189,219	0	463,590
San Luis Obispo	3.24%	5.79%	4.87%	163,405	200,539	0	363,944
San Marcos	3.50%	1.54%	2.63%	176,453	53,414	0	229,867
Sonoma	3.57%	2.44%	3.79%	180,061	84,434	0	264,495
Stanislaus	1.95%	1.97%	3.05%	98,429	68,296	0	166,725
Chancellor's Office	1.96%	1.66%	1.20%	99,009	57,338	0	156,347
Total	100.00%	100.00%	100.00%	5,038,862	3,461,497	0	8,500,359

Dividend distribution is based on the percentage of Total Contributions by Campus for each fund over the past five years (7/1/10 to 6/30/15).

ADOPTED: OCTOBER 28, 2011
EFFECTIVE: OCTOBER 28, 2011
REVISED: APRIL 27, 2015
SUBJECT: CAMPUS RISK POOL PROGRAMS TARGET
RESERVE FUNDING GOAL

In an effort to assure the long term financial strength of the Campus Risk Pool Programs that include an element of self-insurance, the CSURMA Board of Directors desires to fund the Programs in a responsible manner. Furthermore, in recognition that there is a high degree of uncertainty in actuarial estimates due to the possibility of occasional catastrophic claims and inconsistent or inaccurate case reserving, the Board of Directors desires to establish a Target Reserve Funding Goal that will guide the CSURMA Executive Committee in making annual funding decisions for the Programs.

Should there be any discrepancy between this document and either the MEMORANDUMS OF COVERAGE or PARTICIPATION AGREEMENTS between the Executive Committee and the MEMBER, the MEMORANDUMS OF COVERAGE and the PARTICIPATION AGREEMENTS will govern.

POLICY

The Target Reserve Goal is hereby established to be, at a minimum, the actuarially determined expected liability (approximately 55% confidence level), discounted for investment. In evaluating the Programs' funding position relative to the Target Reserve Funding Goal as a part of each year's ratemaking process, the Committee shall take into consideration the following ratios: Gross Premium to Unencumbered Reserve Ratio, Unencumbered Reserve to Pool Retention Ratio and Outstanding Reserves to Unencumbered Reserve Ratio.

The Committee may take action to set higher or lower confidence levels based on CSURMA's goals to retain more or less risk. The Target Reserve Goal and Target Unencumbered Reserve Ratios described in this policy have been selected to take into account the nature of the Campus Risk Pool programs that include a relatively large and stable exposure and a single covered entity with substantial financial capacity.

PROCEDURE

1. Annual Actuarial Study - Each year the Program Director will engage CSURMA's accredited independent actuary to perform an actuarial analysis of the Workers' Compensation, AIME and Liability Programs. This analysis shall include estimates of the outstanding losses (including IBNR) at various confidence levels as well as estimates of ultimate losses for the upcoming year(s). The analysis shall also compare the current

program funding against the outstanding liabilities and determine the confidence level to which the program is currently funded. Because the Property, SAFECLIP, SPLIP and Crime

Programs have an annual aggregate retention, an actuarial analysis may not be performed. Also, no actuarial study is required for the IDL/NDL/UI Program as that program covers very short tail statutory benefits.

- 2. Calculation of Industry Ratios** - The Program Administrator Director will also calculate certain insurance industry ratios to help analyze the Program's current financial position as follows:

Gross Premium to Unencumbered Reserve Ratio: Target <3:1

This ratio is a measure of how the unencumbered reserves are leveraged against possible pricing inaccuracies. A low ratio is desirable.

**Unencumbered Reserve to Pool Retention Ratio: Target >1:1 (LIABILITY)
Target >2:1 (WORKERS' COMP)**

This ratio is a measure of the maximum amount that unencumbered reserves could decline due to a single loss. A high ratio is desirable.

Outstanding Reserves to Unencumbered Reserve Ratio: Target ≤ 5:1

This ratio is a measure of how unencumbered reserves are leveraged against possible reserve inaccuracies. A low ratio is desirable.

- 3. Application of Target Surplus Criteria** – After an annual review of the Target Unencumbered Reserve Ratios, the Executive Committee will determine whether it is desirable to increase, decrease, or stabilize reserves. Their recommendations will be forwarded to the Board of Directors. If the Board of Directors desires to decrease reserves, it may approve a funding level below the 55% confidence level. Conversely, a funding decision above the 55% confidence level will indicate a bias toward increasing reserves. A determination to fund at the 55% confidence level will reflect the Executive Committee's desire to keep surplus at the current level.

Because the Property, SAFECLIP, SPLIP and Crime Programs have annual aggregate retentions, and therefore no actuarial study is performed, the Target Reserve Funding shall be the amount of funds that exceed the maximum liability retained by the program for the upcoming program year plus the expected value for all open claims from current and prior years. The Executive Committee will approve the annual funding for each program.

The Program Target Reserve Funding and Dividend Calculation Report will be prepared for each self-funded program and presented to the Executive Committee after the end of each fiscal year.

4. **Dividends** – Dividends may be available from the amount of reserves exceeding the Target Reserve amount established by the Executive Committee. The allocation of any dividend shall be pursuant to the formula approved by the Executive Committee.
5. **Assessments** – Assessments may be required when the Executive Committee determines that the amount of reserves is not sufficient and can best be remedied by an extraordinary assessment. The allocation of any assessment shall be pursuant to the formula approved by the Executive Committee.

MEMBER APPEAL PROCESS

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

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

DEFINITIONS:

CSURMA EXECUTIVE COMMITTEE – The California State University Risk Management Authority Executive Committee, a committee of the CSURMA providing management and oversight to the CSURMA. The Executive Committee is comprised of the Chair, the Vice Chair, and seven “At Large” members.

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

GROSS PREMIUM - Includes pool premium and reinsurance/excess insurance premium but does not include administrative costs.

IBNR – Incurred but Not Reported losses

OUTSTANDING RESERVES - The sum total of unpaid case reserves in the pool layer as determined by the various claims examiners.

POOL RETENTION - The maximum amount of exposure to a single loss retained by the pool over the most recent 5 years.

SURPLUS - The amount of cash equivalent available to pay claims in excess of actuarial expected losses discounted for investment income.

CONFIDENCE LEVEL: A confidence level is the statistical certainty that an actuary believes funding will be sufficient. For example, an 80% confidence level means that the actuary believes funding will be sufficient in eight years out of ten.

ADOPTED: OCTOBER 28, 2011
EFFECTIVE: OCTOBER 28, 2011
SUBJECT: CAMPUS RISK POOL DIVIDENDS & ASSESSMENTS

Should there be any discrepancy between this document and either the MEMORANDUMS OF COVERAGE or PARTICIPATION AGREEMENTS between the Executive Committee and the MEMBER, the MEMORANDUMS OF COVERAGE and the PARTICIPATION AGREEMENTS will govern. Words in capital letters are defined at the end of this document.

POLICY

It is the policy of Executive Committee that:

- Evaluation of the funding for each Campus Risk Pool Self-Insured Program (“PROGRAM”) shall be made based on all coverage periods combined for that particular program rather than on each coverage period on its own. The availability of any dividend or need for any assessment will be determined based on the program’s overall funding relative to the Target Reserve Funding Goal detailed in the separate Policy and Procedure No. 13.
- Assessments and Dividends shall be allocated to the MEMBERS based on participation in “open” policy periods only.
- Unless the Executive Committee takes specific action to the contrary, a coverage period shall be considered “closed” for dividend and assessment purposes five (5) years from the expiration of that period (i.e. 6/30/03 for FY07/08).
- Assessments are a responsibility of membership and shall be allocated to all members who participated in the open policy periods which the assessment is based on, regardless of whether they are current members at the time the assessment is declared.
- Dividends are a privilege of membership and shall be allocated only to the current members in the program at the time the dividend is declared who participated in one or more of the open policy periods which the dividend is based on.

PROCEDURE

1. **Annual Funding Analysis** – Each year the Program Director will analyze the current funding position of the programs in accordance with the Target Reserve Funding Goal detailed in Policy and Procedure No. 13. This analysis will, in part, determine whether each program’s overall funding is sufficient to consider a dividend or is depleted to the point of considering an assessment. The Program Director’s analysis will be reviewed by the Executive Committee.
2. **Closure of Policy Periods** - Upon reaching five (5) years of maturity after the end of a coverage period, that period shall be "closed" and there shall be no further dividends or

assessments allocated with respect to those program periods. Notwithstanding the above, the Executive Committee may take action to leave a policy period "open" even though it may otherwise qualify for closure. In addition, the last five (5) policy periods shall always remain "open" unless the Executive Committee takes specific action to declare any of the last five (5) policy periods closed.

- 3. Dividends and Assessments** - Dividends and assessments shall be allocated to the MEMBERS based upon the proportion of all premiums paid to the PROGRAM in all "open" periods only. For purposes of allocating dividends and assessments pursuant to this subparagraph, all "open" policy periods shall be considered collectively.
- 4. DECLARATION OF ASSESSMENTS** – Based on the recommendation of the Executive Committee, assessments will be declared as needed by the Board of Directors, and will be collected from a MEMBER in accordance with its proportionate funding to the PROGRAM during all “open” policy periods, whether or not they currently participate in the Program at the time of the assessment.
- 5. DECLARATION OF DIVIDENDS** – On the recommendation of the Executive Committee, the Board of Directors may declare dividends if overall funding is sufficient to support such action. Upon such a declaration, the dividend shall be allocated to those MEMBERS currently participating in the Program at the time the dividend is payable, based on the proportionate funding of all “open” policy periods.

MEMBER APPEAL PROCESS

If a MEMBER wishes to appeal any decision regarding the application of this Dividend/Assessment Policy, the MEMBER must present an appeal in writing to the CSURMA Secretary within thirty (30) days of the disputed decision. The Secretary shall place the MEMBER appeal on the Executive Committee agenda at its next regularly scheduled meeting. The Executive Committee will review the appeal at its next regularly scheduled meeting and inform the MEMBER of the final decision within five (5) business days of its decision.

DEFINITIONS:

EXECUTIVE COMMITTEE – The governing body of CSURMA’s Campus Risk Pool Programs.

MEMBER – Any campus participating in Campus Risk Pool Programs

PROGRAM – For purposes of dividends and assessments, CSURMA’s Campus Risk Pool Programs are the Liability, SAFECLIP, SPLIP, AIME, Workers’ Compensation, Property and Crime Programs.

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

**ACTUARIAL REPORTS FOR CAMPUS LIABILITY,
CAMPUS WORKERS' COMPENSATION AND
ATHLETIC INJURY MEDICAL EXPENSE PROGRAMS**

ISSUE: CSURMA retains the services of an independent actuary to evaluate the liabilities of its major self-insured risk pools. The complete reports for Campus General / Errors & Omissions Liability, Campus Workers' Compensation, and Athletic Injury Medical Expense (AIME) are included separately with the agenda packet. The Executive Committee reviewed the reports at its September 11, 2015 meeting, and accepted the actuary's findings and recommendation for use in CSURMA's financial reporting, rate setting, and funding evaluations. Staff will summarize the actuary's findings and recommendations for the Board at today's meeting.

RECOMMENDATION: This item is for information only; no action required.

FISCAL IMPACT: The actuary's findings and recommendations are the basis for establishing premium deposits (member contributions) and potential dividends for FY 2016/17.

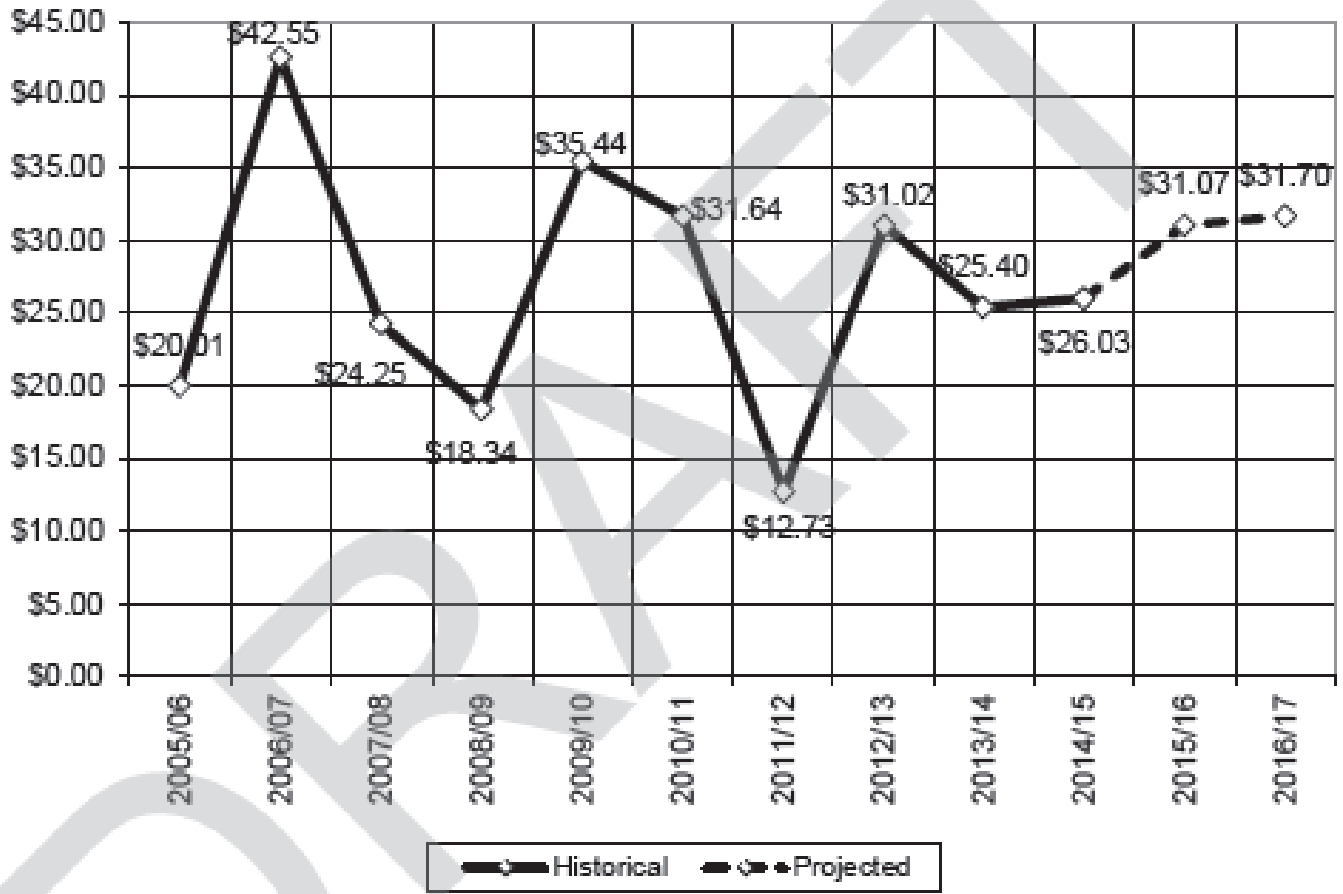
BACKGROUND: The complete actuarial reports include a discussion on the methodology used by the actuary to establish the financial projections for the self-insured risk pools.

PUBLICATION: None.

ATTACHMENT(S):

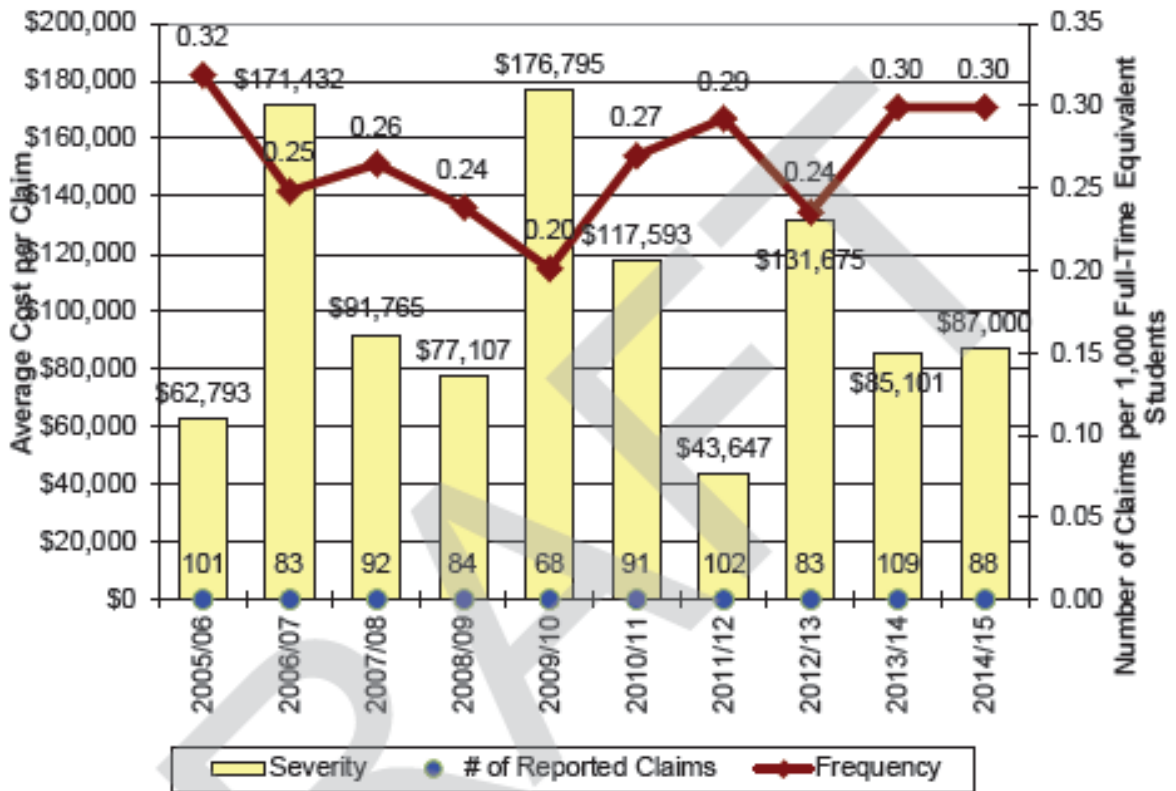
- a. Charts and exhibits from the Liability, Workers' Compensation and AIME draft actuarial reports valued at June 30, 2015.
- b. Complete copies of the draft actuarial reports dated August 3, 2015 are included separately with the Agenda packet.

Graph I-1
Loss Rate per Full Time-Equivalent Student
(Gross of Member Deductibles)



Note: Loss rates are from Exhibit GL-10, columns (4) and (7).

**Graph I-2
Frequency and Severity
(Gross of Member Deductibles)**



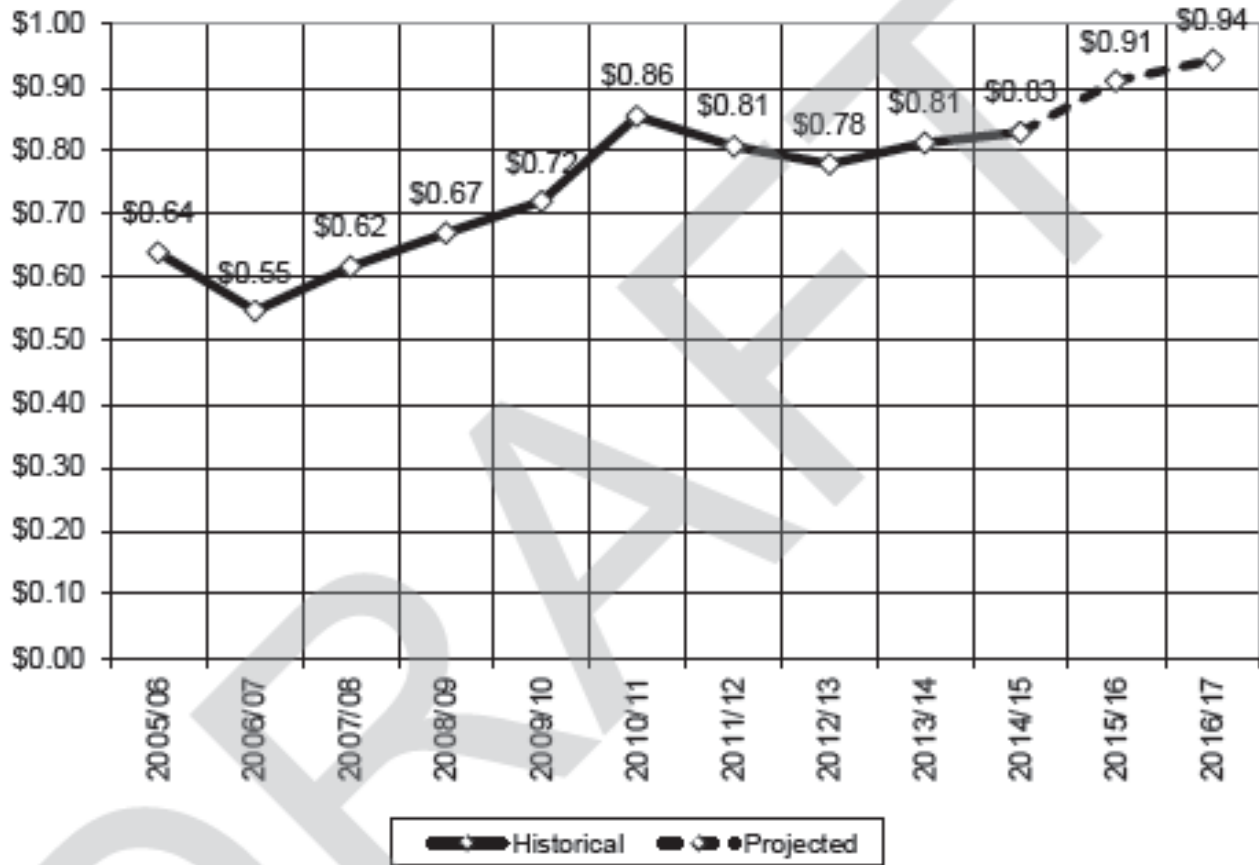
Note: Frequency amounts are from Exhibit GL-8, Section I, column (7). Severity amounts are based on the projected claim counts in Exhibit GL-8 and the projected ultimate losses in Exhibit GL-9.

Table IV-2A
Projected Ultimate Limited Losses
(Gross of Member Deductibles)
2015/16

Confidence Level (1)	Projected Full-Time Equivalent Students (2)	Full Value		Present Value	
		Loss Rate per Full-Time Equivalent Student (3)	Amount (4)	Loss Rate per Full-Time Equivalent Student (5)	Amount (6)
(A) Expected	\$381,508	\$31.07	\$11,855,000	\$29.29	\$11,176,000
(B) 70%	381,508	35.74	13,633,000	33.69	12,852,000
(C) 80%	381,508	41.95	16,004,000	39.55	15,088,000
(D) 90%	381,508	48.17	18,375,000	45.40	17,323,000

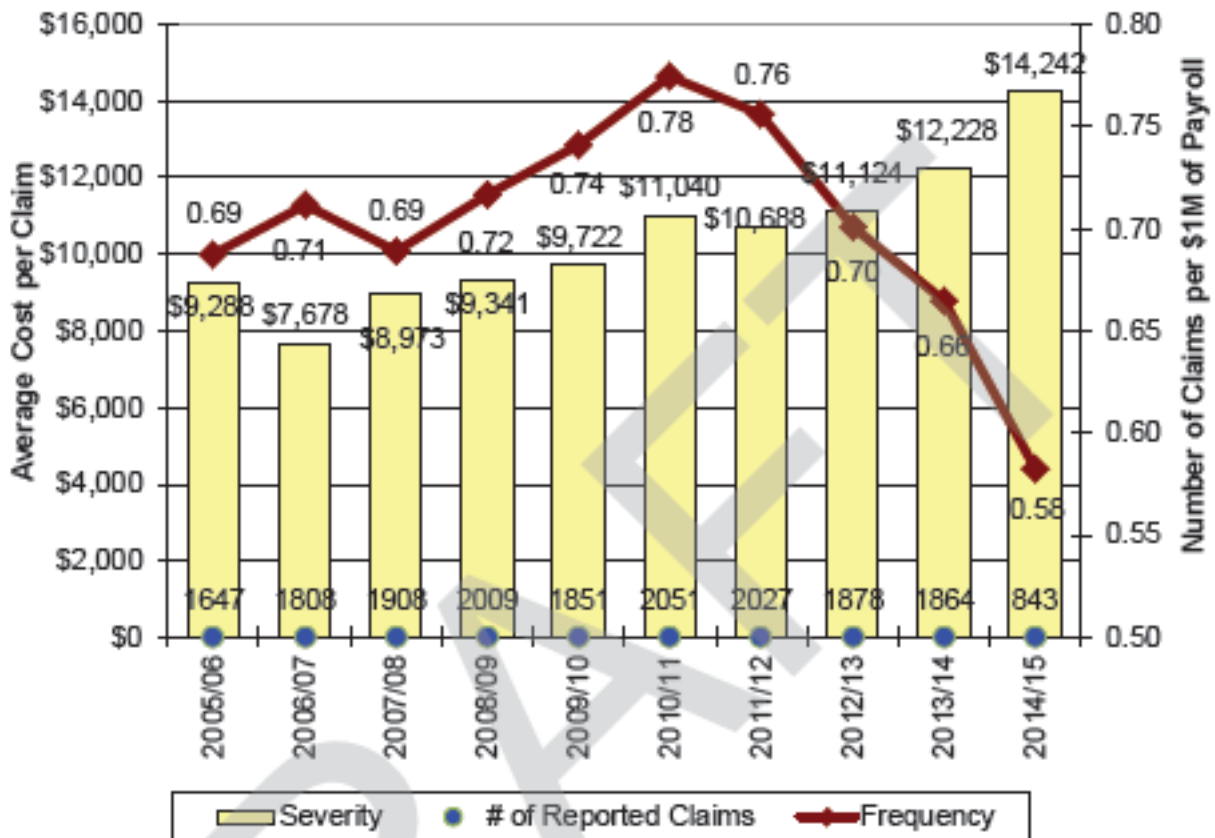
Note: (A) is from Exhibit GL-10.
(B) through (D) are based on (A) and actuarial judgment.

**Graph I-1
Loss Rate per \$100 of Payroll**



Note: Loss rates are from Exhibit WC-10, columns (4) and (7).
2014/15's loss rate only reflects losses incurred in the period of 7/1/2014 through 12/31/2014 (half year experience).

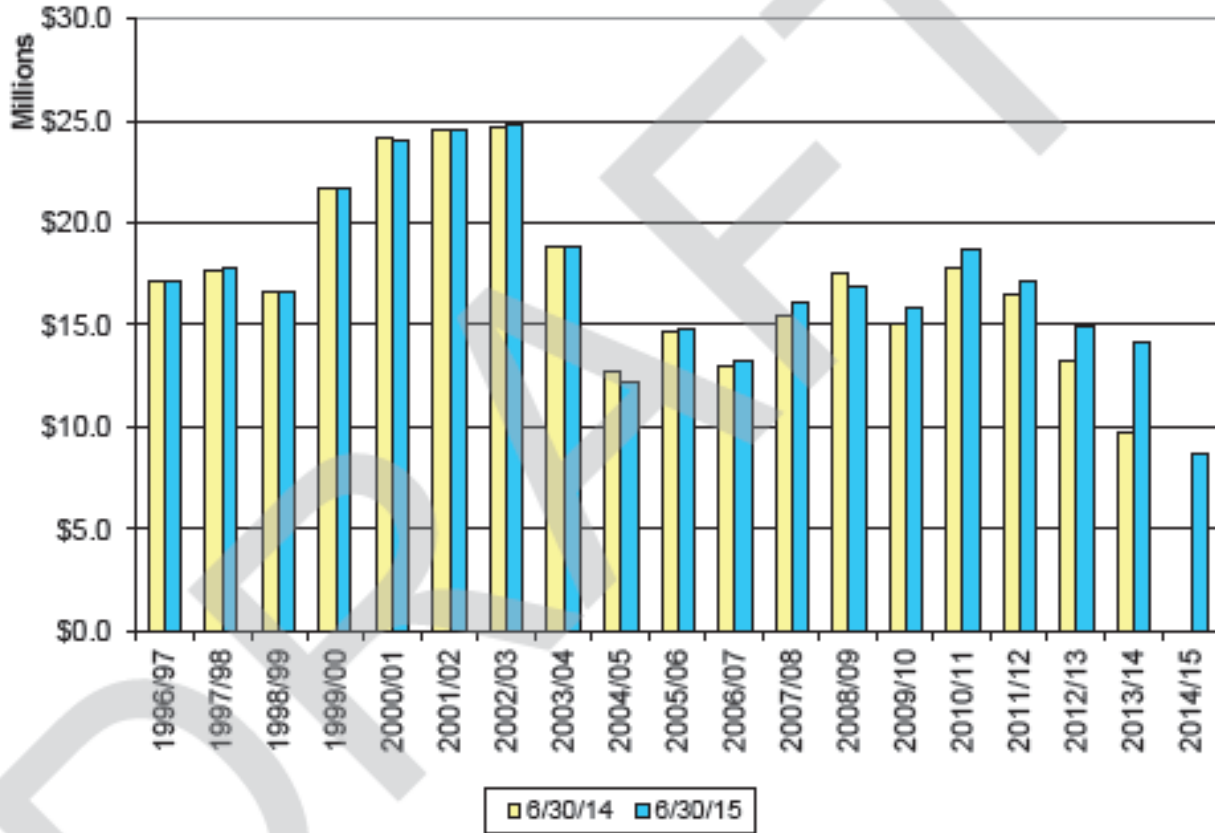
**Graph I-2
Frequency and Severity**



Note: Frequency amounts are from Exhibit WC-8, Section I, column (7).
Severity amounts are based on the projected claim counts in Exhibit WC-8 and the projected ultimate losses in Exhibit WC-9.

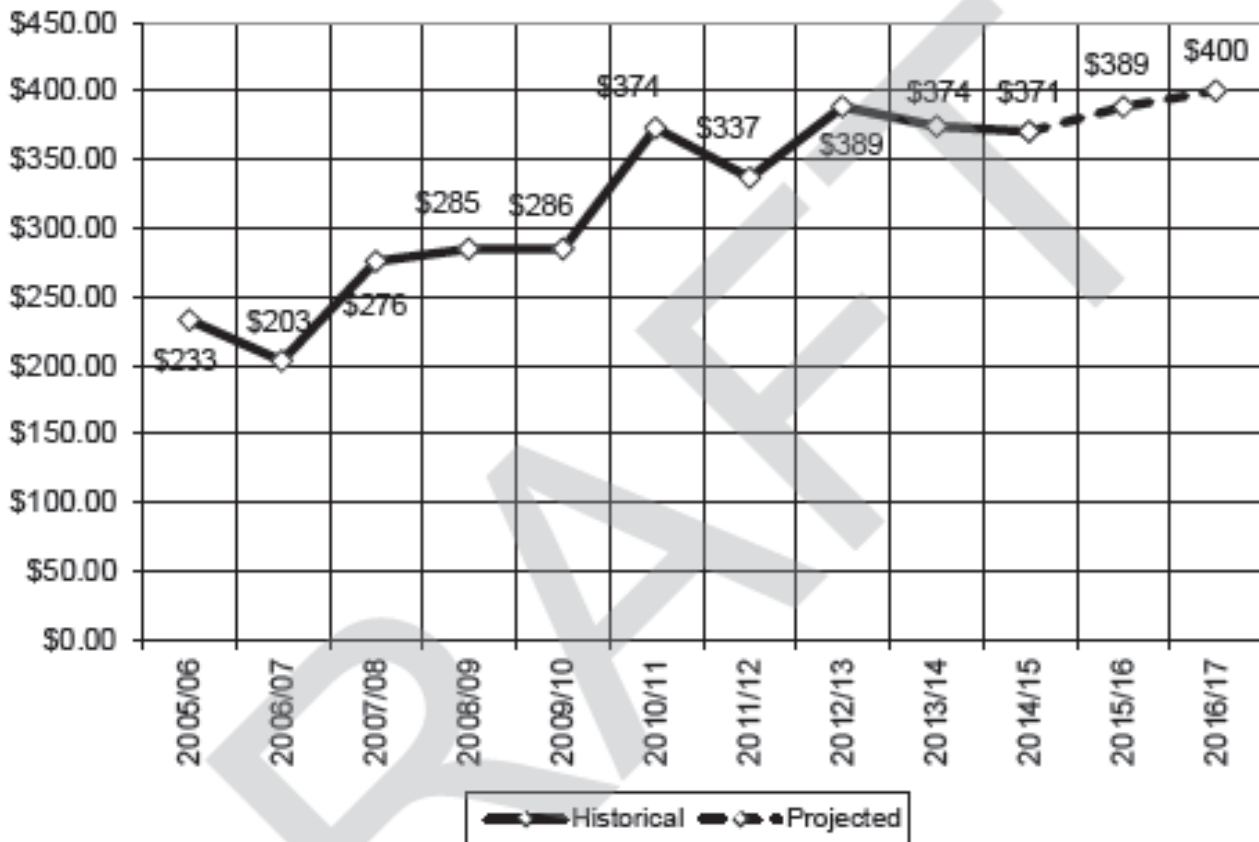
About 30% of claim counts are \$0 claims. This lowers the indicated severity shown in Graph I-2.

**Graph I-5
Comparison of Limited Reported Incurred Losses
as of June 30, 2014 and June 30, 2015**



Note: Amounts as of June 30, 2014 are from the previous actuarial study.
Amounts as of June 30, 2015 are from Exhibit WC-1.

Graph III-1
Projected Loss Rate per Athlete



FY 2016/2017 RATES AND GROSS FUNDING
CAMPUS COVERAGE PROGRAMS

ISSUE: Upon recommendation of the Executive Committee, the Board of Directors adopts rates and funding for the upcoming fiscal year at its fall meeting. The Program Administrator prepared FY 2016/17 funding recommendations for the Campus coverage programs using the draft actuarial reports dated August 3, 2015.

The General Liability Program cost includes premium deposits for Student Professional Liability Insurance Program (SPLIP) and Student Academic Field Experience for Credit Liability Insurance Program (SAFECLIP). Campus Property Program cost includes Blanket Employee Fidelity coverage and Cyber Risk insurance. Auto Liability is covered by the State Vehicle Liability Self-Insurance Program (VELSIP); its cost is determined by the Office of Risk and Insurance Management (ORIM) and issued in March 2016. The costs for the purchased insurance programs (SPLIP, SAFECLIP, Property, Fidelity, and Cyber) are estimates at this time since actual rates will not be known until negotiations are finalized in June 2016.

The following summarizes total program costs, with individual Campus costs shown in the attachments to this item.

CAMPUS COVERAGE PROGRAMS FUNDING RECOMMENDATION

Coverage Program	FY 15/16 Actual	FY 16/17 Proposed	\$ Change	% Change
Liability	\$13,514,960	\$14,240,860	\$725,900	5.4%
Workers' Comp	37,744,986	37,823,215	78,229	0.2%
IDL NDI UI	13,500,000	13,500,000	0	0.0%
Property ⁽¹⁾	8,000,000	8,250,000	250,000	3.1%
Auto Liability ⁽²⁾	688,468	845,823	157,355	22.9%
AIME ⁽³⁾	3,897,503	3,897,503	0	0.0%
Total	\$77,345,917	\$78,557,401	\$1,211,484	1.6%

(1) This is a projection based on market assessment at this time.

(2) ORIM to issue final funding for 2016/17 in March 2016.

(3) AIME Committee to recommend final funding for 2016/17.

RECOMMENDATION: The Board is asked to review and adopt the Campus coverage programs funding on an undiscounted basis for FY 2016/17 as presented (exception: Workers’

Compensation is discounted for expected investment income), and authorize Executive Committee discretion to finalize rates on a discounted basis when it meets in March 2016.

FISCAL IMPACT: Adoption of the recommended funding for the Campus coverage programs totaling \$78,557,401 is in accordance with the policies and procedures and rating plans adopted and approved by the Board of Directors.

BACKGROUND: CSURMA employs an independent actuarial firm, Aon Risk Solutions, to project claim costs for its General / Errors & Omissions Liability, Workers' Compensation and Athletic Injury Medical Expense coverage programs. The actuary's reports dated August 3, 2015 were used to calculate funding proposals for FY 2016/17.

The Board is asked to focus on the aggregate program funding issues at this time. Campuses should contact Rob Leong (415-403-1441) for any specific questions as to how their cost was calculated.

PUBLICATION: None

ATTACHMENT(S):

- a. FY 2016/17 Campus Coverage Programs Proposed Funding (Draft)

CSURMA RISK POOL FY 2016/17
Total Program Cost

Campus	Actual FY 15/16	Proposed FY 16/17	\$ Change	% Change
Bakersfield	\$1,565,171	\$1,620,454	\$55,283	3.5%
Channel Islands	1,556,839	1,585,632	28,793	1.8%
Chico	2,580,550	2,663,588	83,038	3.2%
Dominguez Hills	2,544,334	2,494,989	-49,345	-1.9%
East Bay	3,437,418	3,463,379	25,961	0.8%
Fresno	3,243,534	3,121,163	-122,372	-3.8%
Fullerton	3,897,113	4,223,140	326,027	8.4%
Humboldt	2,269,937	2,163,746	-106,191	-4.7%
Long Beach	6,235,214	6,145,044	-90,170	-1.4%
Los Angeles	4,058,857	4,194,143	135,286	3.3%
Maritime Academy	543,179	615,630	72,451	13.3%
Monterey Bay	1,430,959	1,501,833	70,874	5.0%
Northridge	5,366,426	5,581,366	214,940	4.0%
Pomona	3,933,097	4,334,853	401,756	10.2%
Sacramento	3,629,214	3,637,745	8,531	0.2%
San Bernardino	2,791,417	3,023,711	232,294	8.3%
San Diego	5,480,968	5,418,203	-62,765	-1.1%
San Francisco	4,753,158	4,650,128	-103,030	-2.2%
San Jose	4,892,641	4,984,238	91,598	1.9%
San Luis Obispo	4,318,783	4,307,779	-11,004	-0.3%
San Marcos	1,612,727	1,732,215	119,487	7.4%
Sonoma	1,956,080	2,137,832	181,752	9.3%
Stanislaus	1,798,477	1,697,893	-100,583	-5.6%
Chancellor's Office	1,162,007	1,242,815	80,808	7.0%
Systemwide *	2,287,817	2,015,883	-271,934	-11.9%
Total:	\$77,345,917	\$78,557,401	\$1,211,484	1.6%

* Subject to adjustment as state-issued construction bonds are retired.

**CSURMA RISK POOL FY 2016/17
Liability Program Cost**

Campus	Actual FY 15/16	Proposed FY 16/17	\$ Change	% Change
Bakersfield	\$249,010	\$253,052	\$4,042	1.6%
Channel Islands	380,863	395,355	14,492	3.8%
Chico	471,840	586,897	115,057	24.4%
Dominguez Hills	656,421	582,161	-74,260	-11.3%
East Bay	664,359	616,564	-47,795	-7.2%
Fresno	578,279	422,003	-156,276	-27.0%
Fullerton	612,215	718,597	106,382	17.4%
Humboldt	667,694	473,564	-194,130	-29.1%
Long Beach	944,461	854,592	-89,869	-9.5%
Los Angeles	430,157	572,292	142,135	33.0%
Maritime Academy	197,129	228,161	31,032	15.7%
Monterey Bay	229,050	214,057	-14,993	-6.5%
Northridge	849,858	882,036	32,178	3.8%
Pomona	460,720	635,469	174,749	37.9%
Sacramento	677,609	690,332	12,723	1.9%
San Bernardino	612,907	865,150	252,243	41.2%
San Diego	493,947	574,083	80,136	16.2%
San Francisco	592,703	550,435	-42,268	-7.1%
San Jose	803,049	906,352	103,303	12.9%
San Luis Obispo	703,411	724,461	21,050	3.0%
San Marcos	371,865	401,904	30,039	8.1%
Sonoma	350,411	433,010	82,599	23.6%
Stanislaus	409,179	384,428	-24,751	-6.0%
Chancellor's Office	392,925	542,350	149,425	38.0%
Systemwide *	714,898	733,555	18,657	2.6%
Total:	\$13,514,960	\$14,240,860	\$725,900	5.4%

* Subject to adjustment as state-issued construction bonds are retired.

Liability Program costs include Student Professional Liability Insurance Program (SPLIP) and Student Academic Field Experience for Credit Liability Insurance Program (SAFECLIP).

**CSURMA RISK POOL FY 2016/17
Workers' Compensation Program Cost**

Campus	Actual FY 15/16	Proposed FY 16/17	\$ Change	% Change
Bakersfield	\$743,819	\$780,939	\$37,120	5.0%
Channel Islands	745,186	727,419	-17,767	-2.4%
Chico	1,358,833	1,328,110	-30,723	-2.3%
Dominguez Hills	1,198,461	1,189,225	-9,236	-0.8%
East Bay	1,830,035	1,912,297	82,262	4.5%
Fresno	1,470,333	1,464,874	-5,459	-0.4%
Fullerton	1,978,347	2,086,179	107,832	5.5%
Humboldt	867,885	926,451	58,566	6.7%
Long Beach	3,487,296	3,431,016	-56,280	-1.6%
Los Angeles	2,478,627	2,447,688	-30,939	-1.2%
Maritime Academy	182,440	189,579	7,139	3.9%
Monterey Bay	669,471	688,711	19,240	2.9%
Northridge	2,756,466	2,822,922	66,456	2.4%
Pomona	2,518,139	2,685,042	166,903	6.6%
Sacramento	1,607,260	1,597,645	-9,615	-0.6%
San Bernardino	1,397,577	1,367,698	-29,879	-2.1%
San Diego	3,125,916	3,015,178	-110,738	-3.5%
San Francisco	2,545,888	2,445,638	-100,250	-3.9%
San Jose	1,941,148	1,896,781	-44,367	-2.3%
San Luis Obispo	2,036,977	1,989,729	-47,248	-2.3%
San Marcos	637,213	682,328	45,115	7.1%
Sonoma	804,138	849,191	45,053	5.6%
Stanislaus	779,993	754,092	-25,901	-3.3%
Chancellor's Office	583,538	544,483	-39,055	-6.7%
Systemwide				
Total:	\$37,744,986	\$37,823,215	\$78,229	0.2%

The FY 16/17 proposed funding is based on "discounted" funding of outstanding claims liability for claims occurring in FY 16/17.

**CSURMA RISK POOL FY 2016/17
IDL/NDI/UI Program Cost**

Campus	Actual FY 15/16	Proposed FY 16/17	\$ Change	% Change
Bakersfield	\$276,346	\$255,900	-\$20,446	-7.4%
Channel Islands	262,215	286,484	24,269	9.3%
Chico	392,204	376,073	-16,131	-4.1%
Dominguez Hills	407,505	434,325	26,820	6.6%
East Bay	602,343	600,779	-1,564	-0.3%
Fresno	513,845	484,816	-29,029	-5.6%
Fullerton	767,502	776,581	9,079	1.2%
Humboldt	443,411	461,450	18,039	4.1%
Long Beach	1,016,598	1,001,728	-14,870	-1.5%
Los Angeles	615,879	615,507	-372	-0.1%
Maritime Academy	100,861	122,279	21,418	21.2%
Monterey Bay	299,521	345,350	45,829	15.3%
Northridge	1,049,734	1,125,467	75,733	7.2%
Pomona	551,580	542,349	-9,231	-1.7%
Sacramento	731,693	716,238	-15,455	-2.1%
San Bernardino	497,733	491,631	-6,102	-1.2%
San Diego	888,299	780,994	-107,305	-12.1%
San Francisco	1,052,297	1,045,382	-6,915	-0.7%
San Jose	990,377	997,888	7,511	0.8%
San Luis Obispo	714,806	732,920	18,114	2.5%
San Marcos	360,588	398,174	37,586	10.4%
Sonoma	461,305	490,107	28,802	6.2%
Stanislaus	352,662	296,250	-56,412	-16.0%
Chancellor's Office	150,696	121,328	-29,368	-19.5%
Systemwide				
Total:	\$13,500,000	\$13,500,000	\$0	0.0%

IDL/NDL/UI - Industrial Disability Leave, Nonindustrial Disability Leave, Unemployment Insurance

**CSURMA RISK POOL FY 2016/17
Property Program Cost**

Campus	Actual FY 15/16	Proposed FY 16/17	\$ Change	% Change
Bakersfield	\$79,166	\$110,900	\$31,734	40.1%
Channel Islands	143,334	145,364	2,030	1.4%
Chico	277,568	286,116	8,548	3.1%
Dominguez Hills	163,807	166,785	2,978	1.8%
East Bay	254,131	242,456	-11,675	-4.6%
Fresno	302,520	356,542	54,022	17.9%
Fullerton	318,559	413,762	95,203	29.9%
Humboldt	179,316	186,643	7,327	4.1%
Long Beach	415,434	476,645	61,211	14.7%
Los Angeles	397,377	416,864	19,487	4.9%
Maritime Academy	38,471	50,573	12,102	31.5%
Monterey Bay	88,054	106,157	18,103	20.6%
Northridge	446,151	478,606	32,455	7.3%
Pomona	306,654	365,626	58,972	19.2%
Sacramento	277,706	291,433	13,727	4.9%
San Bernardino	215,458	224,408	8,950	4.2%
San Diego	390,851	455,940	65,089	16.7%
San Francisco	469,726	510,705	40,979	8.7%
San Jose	646,404	662,538	16,134	2.5%
San Luis Obispo	418,990	397,725	-21,265	-5.1%
San Marcos	156,731	160,750	4,019	2.6%
Sonoma	262,929	281,871	18,942	7.2%
Stanislaus	143,349	145,166	1,817	1.3%
Chancellor's Office	34,395	34,097	-298	-0.9%
Systemwide *	1,572,919	1,282,328	-290,591	-18.5%
Total:	\$8,000,000	\$8,250,000	\$250,000	3.1%

The total funding requirement for FY 16/17 is \$9,147,000; however, \$897,000 will be drawn from Retained Earnings within the property fund resulting in \$8,250,000 total contributions for FY 16/17.

** Subject to adjustment as state-issued construction bonds are retired.*

The Property Program cost includes Crime (Fidelity), Cyber Risks and Fine Arts. It does not include adjustments due to addition/deletion of buildings.

**CSURMA RISK POOL FY 2016/17
Auto Liability (VELSIP) Program Cost**

Campus	Actual FY 15/16	Proposed FY 16/17	\$ Change	% Change
Bakersfield	\$12,394	\$15,227	\$2,833	22.9%
Channel Islands	25,241	31,010	5,769	22.9%
Chico	27,509	33,796	6,287	22.9%
Dominguez Hills	19,044	23,397	4,353	22.9%
East Bay	20,707	25,440	4,733	22.9%
Fresno	62,877	77,248	14,371	22.9%
Fullerton	32,950	40,481	7,531	22.9%
Humboldt	17,533	21,540	4,007	22.9%
Long Beach	42,170	51,808	9,638	22.9%
Los Angeles	21,765	26,740	4,975	22.9%
Maritime Academy	3,325	4,085	760	22.9%
Monterey Bay	11,789	14,484	2,695	22.9%
Northridge	35,519	43,637	8,118	22.9%
Pomona	45,344	55,707	10,363	22.9%
Sacramento	31,287	38,438	7,151	22.9%
San Bernardino	30,985	38,067	7,082	22.9%
San Diego	43,983	54,036	10,053	22.9%
San Francisco	23,730	29,154	5,424	22.9%
San Jose	39,449	48,465	9,016	22.9%
San Luis Obispo	80,257	98,602	18,345	22.9%
San Marcos	11,941	14,670	2,729	22.9%
Sonoma	27,811	34,167	6,356	22.9%
Stanislaus	20,405	25,068	4,663	22.9%
Chancellor's Office	453	557	104	23.0%
Systemwide				
Total:	\$688,468	\$845,823	\$157,355	22.9%

Allocated per reported Fleet count submitted to Chancellor's Office and DGS.

Subject to Fleet update and final MVIA Assessment from DGS in March 2016.

Auto Liability is managed by the State Vehicle Liability Self-Insurance Program (VELSIP) which also determines the program's total cost each year.

CSURMA RISK POOL FY 2016/17
Athletic Injury Medical Expense Program Cost (AIME)

Campus	Actual FY 15/16	Proposed FY 16/17	\$ Change	% Change
		<i>(to be updated)</i>		
Bakersfield	\$204,436	\$204,436	\$0	0.0%
Channel Islands				
Chico	52,596	52,596	0	0.0%
Dominguez Hills	99,096	99,096	0	0.0%
East Bay	65,843	65,843	0	0.0%
Fresno	315,680	315,680	0	0.0%
Fullerton	187,540	187,540	0	0.0%
Humboldt	94,098	94,098	0	0.0%
Long Beach	329,255	329,255	0	0.0%
Los Angeles	115,052	115,052	0	0.0%
Maritime Academy	20,953	20,953	0	0.0%
Monterey Bay	133,074	133,074	0	0.0%
Northridge	228,698	228,698	0	0.0%
Pomona	50,660	50,660	0	0.0%
Sacramento	303,659	303,659	0	0.0%
San Bernardino	36,757	36,757	0	0.0%
San Diego	537,972	537,972	0	0.0%
San Francisco	68,814	68,814	0	0.0%
San Jose	472,214	472,214	0	0.0%
San Luis Obispo	364,342	364,342	0	0.0%
San Marcos	74,389	74,389	0	0.0%
Sonoma	49,486	49,486	0	0.0%
Stanislaus	92,889	92,889	0	0.0%
Chancellor's Office				
Systemwide				
Total:	\$3,897,503	\$3,897,503	\$0	0.0%

FY 16/17 rates to be calculated and approved by the AIME Committee.

**POLICY AND PROCEDURE NO. 15 – RESPONSIBILITIES OF THE
TREASURER AND THE SECRETARY-AUDITOR**

ISSUE: The Board of Directors adopted Policy and Procedure No. 15 on December 9, 2011 to describe the responsibilities of the Treasurer and the Secretary-Auditor. To avoid potential lapses in coverage while insurance negotiations are being finalized, the Secretary-Auditor may at times be directed by the Executive Committee to finalize insurance negotiations with delegated authority to bind the insurance as necessary to protect CSURMA and its members. To affirm the authority delegated by the Executive Committee to the Secretary-Auditor, it is prudent for the Board to amend Policy and Procedure No. 15 to express this additional responsibility and authority for the Secretary-Auditor to finalize insurance negotiations and bind insurance on behalf of CSURMA. Staff prepared the attached draft amendment for the Board’s review.

RECOMMENDATION: It is recommended that the Board adopt proposed amendments to Policy and Procedure No. 15 regarding additional responsibilities of the Secretary-Auditor.

FISCAL IMPACT: No direct fiscal impact is expected from action on this item at today’s meeting.

BACKGROUND: CSURMA’s Joint Exercise of Powers Agreement provides in Section 11: “(c) The Secretary-Auditor shall be the person who serves as the University’s Systemwide Director of Risk Management at the Chancellor’s Office or such other person as the Executive Committee appoints.”

PUBLICATION: If adopted, Policy and Procedure No. 15 will be posted to the CSURMA website.

ATTACHMENT(S):

- a. Draft Amended Policy and Procedure No. 15 – Responsibilities of the Treasurer and the Secretary-Auditor



CSURMA

POLICY AND PROCEDURE NO. 15

ADOPTED: December 9, 2011

EFFECTIVE: October 23, 2015

REVISED: October 23, 2015

SUBJECT: RESPONSIBILITIES OF THE TREASURER AND THE SECRETARY-AUDITOR

POLICY: Pursuant to California Government Code Section 6505 et seq. (referenced below) the CSURMA has designated in the governing documents the officer positions of the Treasurer and the Secretary-Auditor. It is the policy of the CSURMA that there shall a designation of the operational responsibilities of the Treasurer and the Secretary-Auditor as described in this Policy & Procedure No. 15.

PROCEDURE: The Treasurer and Secretary-Auditor shall perform the duties specified in California Government Code Section 6505 et seq. and other duties as designated by the Board of Directors, Executive Committee or AORMA Committee. To clarify the roles of the Treasurer and the Secretary-Auditor, the duties and responsibilities of the Treasurer and the Secretary-Auditor are described respectively as follows:

TREASURER

The Treasurer shall serve as a member of the Executive Committee and have the following duties and responsibilities for CSURMA:

1. FUNDS AND ACCOUNTS:

1.1. ACCOUNTS

1.1.1. The Treasurer shall establish and maintain funds and accounts in compliance with good accounting practice.

1.2. RECEIPT

1.2.1. The Treasurer shall receive all funds for custody by the entity.

1.2.2. The Treasurer ensures all funds are deposited to the proper program fund accounts.

1.2.3. Upon receipt of the approved premium deposit allocation, the Treasurer bills and collects annual premiums, quarterly premiums, and special assessments from all members.

1.3. DISBURSEMENT

1.3.1. The Treasurer shall pay any sums due out of monies of the Authority, as approved for payment.

2. REPORTING

- 2.1. The Treasurer maintains a central accounting system for CSURMA.
- 2.2. Unaudited financial statements will be produced as requested by the Executive Committee to show the accounting transactions by fund.
- 2.3. The Treasurer shall engage a certified public accountant or public accountant to perform an independent financial audit as provided by law.
- 2.4. The Treasurer shall create a quarterly investment report for review by the Executive Committee.

3. CASH AND DEBT MANAGEMENT

- 3.1. The Treasurer manages the cash flow of CSURMA which includes investing the excess monies over the required immediate expenditures for the Authority.
- 3.2. The Treasurer administers short-term and long-term debt financing, authorized by the Executive Committee
- 3.3. The Treasurer shall maintain a detailed record of every loan, including an entry on the loan register showing each loan and payment.

The duties of the Treasurer vary and play a key fiduciary role in the operation of the Authority.

SECRETARY-AUDITOR

The Secretary-Auditor shall have the following duties and responsibilities for CSURMA:

1. BUDGET

- 1.1. The Secretary-Auditor shall ensure that all bills are reviewed and approved for payment before payments are issued by the Treasurer.
- 1.2. The Secretary-Auditor may examine the Treasurer's book on behalf of the CSURMA Executive Committee to check for accuracy.
- 1.3. The Secretary-Auditor acts as the CSURMA budget officer and shall be responsible for the preparation and administration of the budget.

2. MISCELLANEOUS DUTIES

- 2.1. The Secretary Auditor also conducts the sale of surplus items such as office equipment.
- 2.2. The internal audit duties may also fall under the direction of the Secretary-Auditor as directed by the Executive Committee.
- 2.3. The Secretary-Auditor serves as Secretary of the CSURMA.

3. AUTHORITY TO BIND INSURANCE

- 3.1. The Secretary-Auditor is authorized to finalize negotiations with insurers and to bind insurance on behalf of the CSURMA.
- 3.2. The Secretary-Auditor shall provide a report summarizing the insurance bound on behalf of CSURMA to the Executive Committee.



CSURMA

POLICY AND PROCEDURE NO. 15

The duties of the Secretary-Auditor are directly accountable to the Executive Committee in the implementation of the policies, procedures and programs of the CSURMA.

DRAFT POLICY AND PROCEDURE NO. 23
ADDITIONAL COVERED PARTY ENDORSEMENT

ISSUE: CSURMA provides self-insured liability coverage for CSURMA member campuses and auxiliary organizations. CSURMA is often requested to extend coverage to another party for various activities including but not limited to services performed for a third party, for a lease of premises, and other business operations in which a third party may have a legal interest. This policy and procedure advises in a general manner how an Additional Coverage Party can be included for coverage by CSURMA where appropriate. In no event shall Errors & Omissions Liability coverage be extended to a third party. The Executive Committee reviewed draft Policy & Procedure No. 23 at its September 11, 2015 meeting and recommends its adoption by the Board of Directors.

RECOMMENDATION: The Board is asked to adopt draft Policy and Procedure No. 23.

FISCAL IMPACT: None.

BACKGROUND: For CSURMA purposes, Additional Covered Party means Additional Insured. Coverage by way of Additional Insured is a common requirement of lessors and others, which is typically included in a written agreement. It is appropriate for CSURMA to include a third party as an Additional Covered Party when the third party requires the Member to extend coverage to the third party for Member's activities.

PUBLICATION: If adopted, Policy and Procedure No. 23 will be posted to the CSURMA website.

ATTACHMENT(S):

- a. Draft Policy and Procedure No. 23 - Additional Covered Party Endorsements – Campus Risk Pool and AORMA Program

ADOPTED: October 23, 2015 (*proposed*)

EFFECTIVE: October 23, 2015 (*proposed*)

SUBJECT: Additional Covered Party Endorsements – Campus Risk Pool and AORMA Program

PURPOSE:

CSURMA provides self-insured liability coverage for CSURMA Member campuses and auxiliary organizations. CSURMA is often requested to extend coverage to another party for various activities including but not limited to services performed for a third party, for a lease of premises, and other business operations in which a third party may have a legal interest. This policy and procedure advises in a general manner how an Additional Coverage Party can be included for coverage by CSURMA where appropriate. In no event shall Errors & Omissions Liability coverage be extended to a third party.

POLICY:

Upon review of a written request from a Member, CSURMA shall determine if the request to add a third party as an Additional Covered Party falls within CSURMA’s underwriting guidelines in the judgment of the Program Administrator, and may confirm that the other party is an Additional Covered Party per the blanket provision included in CSURMA’s Memorandum of Liability Coverage (Liability MOC), and if further required, may issue a specific endorsement to the Liability MOC expressly naming the third party as an Additional Covered Party when required by a written agreement between the Member and the Additional Covered Party.

PROCEDURE:

1. Request for Additional Covered Party – Member shall provide to the Program Administrator a copy of the written agreement requiring that the third party be named an Additional Insured (known as an “Additional Covered Party” for CSURMA purposes) with an explanation of the purpose for the agreement, including the agreement period; i.e., dates of commencement and completion of the agreement. The request shall include the complete name, mailing address and contact information of both the Member representative and the third party to the agreement. The request must include, and should highlight, the specific section of the agreement regarding the insurance required, including acceptance of CSURMA’s self-insurance programs as acceptable coverage, as well as the appropriate section regarding any required indemnification.
2. Review of Request for Additional Covered Party – Upon receipt of all required elements described above, the Program Administrator shall:

- a. Review the appropriateness of the request in accordance with the terms of the Liability MOC and within the Program Administrator's advisability of covering the requested exposure.
- b. If deemed appropriate, Program Administrator will provide written confirmation that the request is approved by issuance of a Certificate of Coverage to the other party with a copy to the Member. If further required, a specific Additional Covered Party Endorsement may be issued; otherwise all parties shall rely on the automatic Additional Covered Party provision contained in the Liability MOC or applicable excess liability insurance policies. In either case, such confirmation shall not serve to increase CSURMA's liability nor modify the terms of the Liability MOC or excess liability insurance policies.
- c. If the request is not deemed appropriate, Program Administrator shall advise the Member of the determination with an explanation for the denial of the request. Upon receipt, Member may:
 - i. Seek resolution from the third party regarding its insurance requirements.
 - ii. Request review by the CSURMA Secretary-Auditor. The CSURMA Secretary-Auditor may consult with CSURMA's General Counsel, and shall make a determination on the matter.
 - iii. If the Member disagrees with the determination in the preceding paragraph, Member may appeal as described below:
 1. Campus Member may appeal to the CSURMA Executive Committee at its next regularly scheduled meeting.
 2. AORMA Member may appeal to the AORMA Committee at its next regularly scheduled meeting.
 3. The decision of the Committee shall be final and no further appeal permitted.

REVIEW OF FY 2015/2016 LONG RANGE PLANNING GOALS

ISSUE: The Executive Committee conducts a Long Range Action Planning meeting each year in March and establishes a long range action plan for the year. Periodically during the year, the Executive Committee receives a report to gauge progress and to re-evaluate where efforts should be focused.

RECOMMENDATION: The Board will hear a report from Staff on the status of the long range action plan items.

FISCAL IMPACT: No fiscal impact is expected from today's meeting.

BACKGROUND: The Executive Committee adopted the FY 2015/16 Long Range Action Plan and goals to be accomplished. The Board will receive a report from Staff on the assigned responsibilities and deadlines of the FY 2015/16 Long Range Planning goals.

PUBLICATION: None.

ATTACHMENT(S):

- a. FY 2015/16 CSURMA Long Range Action Plan

FY 2015/16 CSURMA LONG RANGE ACTION PLAN

Approved

GOAL	ACTION / TASK	RESPONSIBLE ENTITY	DEADLINE	STATUS	
LRP-1 FORM 700 ELECTRONIC FILING					
Research the ability to electronically file the CSURMA Form 700's	1	Confirm if CSURMA is able to file its Form 700's electronically	PA	May, 2015	Completed
	2	Evaluate available software options	PA, SRM	August, 2015	Completed
	3	Select appropriate software	EC	September, 2015	Completed
	4	Develop implementation plan and communications	PA	November, 2015	
	5	Implement electronic filing of form 700's	PA	January, 2016	
	6	Monitor roll out and report to CSURMA EC	PA	March, 2016	
LRP-2 WORKERS' COMPENSATION CLAIMS CLOSURE INITIATIVE					
Develop and implement plan to reduce WC claims liability, with specific goal to	1	Report on program Progress to CSURMA Board	PA, SRM	April, 2015	Completed
	2	Identify additional claims for action, adopt strategy	PA, SRM, Sedgwick, Consultant	May, 2015	Completed
	3	Implement transition to claim filing billing of project costs	PA, SRM, Sedgwick, Consultant	July, 2015	Completed
	4	Status report to CSURMA EC	PA, SRM	September, 2015	Completed
	5	Status report to CSURMA EC, continuation evaluation	PA, SRM	May, 2016	
LRP-3 AGILITY RECOVERY PROPERTY LOSS RECOVERY PROGRAM					
Agility Recovery Program	1	Advise CSURMA BOD of Program Development	PA, SRM	April, 2015	Completed
	2	Negotiate and bind the Agility Recovery Program services as an added feature of the Campus and AORMA property Programs	PA, SRM	July, 2015	Completed
	3	Announce the roll out Agility Recovery Program through a bulletin to campus and auxiliary organization staff	PA, SRM	July, 2015	Completed
	4	Develop loss event protocol to trigger use of Agility services	PA, SRM	July, 2015	Completed
	5	Report on usage and outcomes	PA, SRM	March, 2016	
	6	Determine whether to continue the program for FY 16/17	EC	March, 2016	
LRP-4 ADDITIONAL COVERED PARTY - POLICY AND PROCEDURE					
Develop a Policy and Procedure that describes the underwriting criteria for granting additional insured status	1	Develop a Policy and Procedure describing the underwriting criteria for granting additional insured status, prepare draft MOC, endorsement and certificate changes	PA, SRM, OGC	September, 2015	Completed
	2	CSURMA EC review and recommendation to the BOD	EC	September, 2015	Completed
	3	CSURMA BOD review, approval and adoption	BOD	October, 2015	
LRP-5 ON-LINE EDUCATION MULTI-STATE SURETY INITIATIVE					
Place a blanket surety bond for all	1	Determine scope of on-line programs and jurisdictions, research if placement of a blanket bond, or alternative Systemwide placement approach, is feasible	PA, SRM, OGC	August, 2015	Pending

FY 2015/16 CSURMA LONG RANGE ACTION PLAN

Approved

GOAL	ACTION / TASK	RESPONSIBLE ENTITY	DEADLINE	STATUS	
CSU campuses and auxiliary organizations that provide on-line university courses	2	Present information to the CSURMA EC for direction	PA, SRM, OGC	September, 2015	Completed
	3	Report on project to CSURMA BOD	PA, SRM, OGC	October, 2015	Pending
	4	Approval of blanket or alternative surety program as appropriate	EC	December, 2015	
	5	Implement program and communicate with campus stakeholders	PA	January, 2016	
LRP-6 STUDENT PLACEMENT AGREEMENTS					
Implement more master insurance and indemnity agreements with key hosting partners	1	Research existing placement agreements for student internships, particularly in Teaching, Nursing/Allied Health, and Service Learning programs to identify key hosting partners	PA, SRM	August, 2015	On-going
	2	Present list of key target hosts to CSURMA EC	PA, SRM	September, 2015	Moved to October, 2016 meeting
	3	Draft proposed master insurance and indemnity language for student placement agreements and contact key hosting partners	PA, SRM, OGC	October, 2015	Completed
	4	Update CSURMA BOD on progress	PA, SRM	October, 2015	Pending
	5	Report to EC on Progress of Master Insurance and Indemnity Agreements	SRM	March, 2016	
LRP-7 CSU / UC WORKERS' COMPENSATION SUMMIT					
Plan a CSU / UC Workers' Compensation Summit to share claim strategies and best practices	1	Plan the CSU / UC Workers' Compensation Summit agenda	SRM	September, 2015	On-going
	2	Update the CSURMA EC on status of the Summit development	SRM, EC	September, 2015	Completed
	3	Send out Workers' Compensation Summit invitations	PA, SRM	November, 2015	Pending
	4	Conduct the Summit	SRM	February, 2016	
	5	Report back to the CSURMA EC as to the Summit take-aways	SRM, EC	March, 2016	
LRP-8 CAMPUS AND AORMA RISK PROGRAM BENCHMARKING AND TREND ANALYSIS					
Develop a Workers' Compensation statistical industry benchmarking operation	1	Research benchmarking resources available	PA	April, 2015	Completed
	2	Develop conceptual proposal for short and long term benchmarking	PA, SRM	May, 2015	Completed
	3	Approval of initial benchmarking project scope and costs	EC	May, 2015	Completed
	4	Implement initial project	PA, SRM	September, 2015	On-going
	5	Initial report to CSURMA EC and BOD, and CSU CABO	PA, SRM	October, 2015	Pending
	6	Report to AORMA Membership at AOA Conference	PA, SRM	February, 2016	
	7	Presentation of sustainable long term benchmarking program	PA, SRM	March, 2016	
	8	Approval of long term benchmarking project scope and costs	EC	March, 2016	
LRP-9 SPECIAL EVENTS RISK MANAGEMENT MANUAL					
Creation of a Special Events	1	Identify and engage consultant to develop Special Events Risk Management Manual and training modules	SRM	August, 2015	Completed

FY 2015/16 CSURMA LONG RANGE ACTION PLAN

Approved

GOAL	ACTION / TASK	RESPONSIBLE ENTITY	DEADLINE	STATUS	
Manual	2	Oversee the creation of a special events risk management manual	SRM	June, 2016	
	3	Roll out manual to all campus and auxiliary organization staff	SRM	July, 2016	
	4	Post manual on the CSURMA website	PA	July, 2016	
	5	Present the Special Events Risk Management Training at Fitting the Pieces Together Conference	SRM	November, 2016	
	6	Roll out special events training on the CSU learning management system	SRM	July, 2017	
LRP-10 INSURANCE POLICY DATABASE					
Implementation of an Insurance Policy Database to assist with litigation	1	Research and identify viable software products	PA, SRM	September, 2015	Completed
	2	Approve selection of software product	EC	September, 2015	On-going
	3	Project overview report to CSURMA BOD and CABO	SRM, PA	October, 2015	Pending
	4	Populate database with Phase 1 data	PA	February, 2016	
	5	Present Phase 1 project results and recommendations for Phase 2	SRM, PA	March, 2016	
	6	Approve Phase 2 and ongoing database maintenance plan	EC	March, 2016	

BOD: CSURMA Board of Directors

CABO: CSU Chief Administrators and Business Officers

CO: Chancellor's Office

CPDC: CO Capital Planning Design & Construction

EC: CSURMA Executive Committee

OGC: CSU Office of General Counsel

PA: CSURMA Program Administrator

SRM: CSU Systemwide Risk Management

**RESOLUTIONS RECOGNIZING THE CONTRIBUTIONS
OF GEORGE V. ASHKAR**

ISSUE: George V. Ashkar has diligently served the California State University Risk Management Authority as Treasurer as well as a member of the Executive Committee Board of Directors since July 2009.

RECOMMENDATION: It is recommended that the CSURMA Board of Directors pass Resolutions No. 03-15 (BOD), recognizing the valued contributions of George V. Ashkar.

FISCAL IMPACT: None.

BACKGROUND: George V. Ashkar served the California State University Risk Management Authority as a member of its Executive Committee and as a member of the Board of Directors since July 2009. He also served as the Treasurer for the California Risk Management Authority from July 1, 2009 – June 30, 2015.

PUBLICATION: A copy of this resolution will be posted on the website.

ATTACHMENT(S):

- a. Resolution No. 03-15 (BOD) - Resolution Recognizing the Contributions of George V. Ashkar

**CALIFORNIA STATE UNIVERSITY
RISK MANAGEMENT AUTHORITY**

**BOARD OF DIRECTORS
RESOLUTION NO. 03-15 (BOD)**

**Resolution Recognizing the Contributions of
GEORGE V. ASHKAR
a member of the Executive Committee of the
California State University Risk Management Authority**

The Board of Directors of the California State University Risk Management Authority finds and determines as follows:

- (a) George V. Ashkar has diligently served the California State University Risk Management Authority as a member of its Executive Committee and as a member of the Board of Directors since July 2009. He also served as the Treasurer for the California Risk Management Authority from July 1, 2009 – June 30, 2015.
- (b) It is appropriate to recognize George V. Ashkar for the time, effort and many contributions he has made to ensure the success of the California State University Risk Management Authority.
- (c) For the many contributions made to the California State University Risk Management Authority, its Board of Directors finds it incumbent to express sincere gratitude and appreciation.

In consideration of the foregoing findings and determinations,

IT IS RESOLVED by the Board of Directors of the California State University Risk Management Authority as follows:

The California State University Risk Management Authority does hereby recognize the many contributions of George V. Ashkar to the California State University Risk Management Authority, and by this Resolution does hereby express to him sincere gratitude and appreciation.

* * * * *

I hereby certify that the foregoing is a full, true and correct copy of a Resolution duly and regularly adopted and passed at a meeting of the Board of Directors of the California State University Risk Management Authority held on the 23rd day of October, 2015 which was approved by the following vote:

AYES, and in favor thereof, members: ALL
NOES, members: NONE
ABSTAIN, members: NONE
ABSENT, members: NONE

ATTEST: _____
Linda Hawk, Chair

Zachary Gifford, Secretary-Auditor

**RESOLUTIONS RECOGNIZING THE CONTRIBUTIONS
OF KURT BORSTING**

ISSUE: Kurt Borsting has diligently served the California State University Risk Management Authority as a member of its Auxiliary Organization Risk Management Alliance, Executive Committee and Board of Directors since May 2006.

RECOMMENDATION: It is recommended that the CSURMA Board of Directors pass Resolutions No. 04-15 (BOD), recognizing the valued contributions of Kurt Borsting.

FISCAL IMPACT: None.

BACKGROUND: Kurt Borsting has served the California State University Risk Management Authority in the following capacity: Auxiliary Organization Risk Management Alliance (AORMA) Committee Member from May 16, 2006 to June 30, 2015 as well as the AORMA Committee Chair from July 1, 2012 to June 30, 2013. AORMA Programs Committee Member from July 1, 2008 to June 30, 2014 as well as the Programs Committee Chair. California State University Risk Management Authority Executive Committee Member from July 1, 2011 to June 30, 2013. California State University Risk Management Board of Director from May 16, 2006 to June 30, 2015.

PUBLICATION: A copy of this resolution will be posted on the website.

ATTACHMENT(S):

- a. Resolution No. 04-15 (BOD) - Resolution Recognizing the Contributions of Kurt Borsting

**CALIFORNIA STATE UNIVERSITY
RISK MANAGEMENT AUTHORITY**

**BOARD OF DIRECTORS
RESOLUTION NO. 04-15 (BOD)**

**Resolution Recognizing the Contributions of
KURT BORSTING
a member of the Executive Committee of the
California State University Risk Management Authority**

The Board of Directors of the California State University Risk Management Authority finds and determines as follows:

- (a) Kurt Borsting has diligently served the California State University Risk Management Authority in the following capacity: Auxiliary Organization Risk Management Alliance (AORMA) Committee Member from May 16, 2006 to June 30, 2015 as well as the AORMA Committee Chair from July 1, 2012 to June 30, 2013. AORMA Programs Committee Member from July 1, 2008 to June 30, 2014 as well as the Programs Committee Chair. California State University Risk Management Authority Executive Committee Member from July 1, 2011 to June 30, 2013. California State University Risk Management Board of Director from May 16, 2006 to June 30, 2015
- (b) It is appropriate to recognize Kurt Borsting for the time, effort and many contributions he has made to ensure the success of the California State University Risk Management Authority.
- (c) For the many contributions made to the California State University Risk Management Authority, its Board of Directors finds it incumbent to express sincere gratitude and appreciation.

In consideration of the foregoing findings and determinations,

IT IS RESOLVED by the Board of Directors of the California State University Risk Management Authority as follows:

The California State University Risk Management Authority does hereby recognize the many contributions of Kurt Borsting to the California State University Risk Management Authority, and by this Resolution does hereby express to him sincere gratitude and appreciation.

* * * * *

I hereby certify that the foregoing is a full, true and correct copy of a Resolution duly and regularly adopted and passed at a meeting of the Board of Directors of the California State University Risk Management Authority held on the 23rd day of October, 2015 which was approved by the following vote:

AYES, and in favor thereof, members: ALL
NOES, members: NONE
ABSTAIN, members: NONE
ABSENT, members: NONE

ATTEST: _____
Linda Hawk, Chair

Zachary Gifford, Secretary-Auditor

**RESOLUTIONS RECOGNIZING THE CONTRIBUTIONS
OF DAVID F. PRENOVOST**

ISSUE: David F. Prenovost has diligently served the California State University Risk Management Authority as a member of its Executive Committee, and as a member of the Board of Directors, as well as an Auxiliary Organizations Risk Management Alliance Committee Member since July 2007.

RECOMMENDATION: It is recommended that the CSURMA Board of Directors pass Resolutions No. 05-15 (BOD), recognizing the valued contributions of David F. Prenovost.

FISCAL IMPACT: None.

BACKGROUND: David F. Prenovost has diligently served the California State University Risk Management Authority as a member of its Executive Committee, and as a member of the Board of Directors, as well as an Auxiliary Organizations Risk Management Alliance Committee Member since July 2007.

PUBLICATION: A copy of this resolution will be posted on the website.

ATTACHMENT(S):

- a. Resolution No. 05-15 (BOD) - Resolution Recognizing the Contributions of David F. Prenovost

**RESOLUTIONS RECOGNIZING THE CONTRIBUTIONS
OF CYNTHIA TENIENTE-MATSON**

ISSUE: Cynthia Teniente-Matson has diligently served the California State University Risk Management Authority as a member of its Executive Committee and the Board of Directors since July 2006.

RECOMMENDATION: It is recommended that the CSURMA Board of Directors pass Resolutions No. 06-15 (BOD), recognizing the valued contributions of Cynthia Teniente-Matson.

FISCAL IMPACT: None.

BACKGROUND: Cynthia Teniente-Matson has served the California State University Risk Management Authority as a member of its Executive Committee and as a member of the Board of Directors since July 2006. She served as the Chair of the CSURMA Executive Committee and Board of Directors from July 1, 2010 to January 9, 2015.

PUBLICATION: A copy of this resolution will be posted on the website.

ATTACHMENT(S):

- a. Resolution No. 06-15 (BOD) - Resolution Recognizing the Contributions of Cynthia Teniente-Matson

**CALIFORNIA STATE UNIVERSITY
RISK MANAGEMENT AUTHORITY**

**BOARD OF DIRECTORS
RESOLUTION NO. 06-15 (BOD)**

**Resolution Recognizing the Contributions of
CYNTHIA TENIENTE-MATSON
a member of the Executive Committee of the
California State University Risk Management Authority**

The Board of Directors of the California State University Risk Management Authority finds and determines as follows:

- (a) Cynthia Teniente-Matson has diligently served the California State University Risk Management Authority as a member of its Executive Committee and as a member of the Board of Directors since July 2006. She served as the Chair of the CSURMA Executive Committee and Board of Directors from July 1, 2010 to January 9, 2015.
- (b) It is appropriate to recognize Cynthia Teniente-Matson for the time, effort and many contributions she has made to ensure the success of the California State University Risk Management Authority.
- (c) For the many contributions made to the California State University Risk Management Authority, its Board of Directors finds it incumbent to express sincere gratitude and appreciation.

In consideration of the foregoing findings and determinations,

IT IS RESOLVED by the Board of Directors of the California State University Risk Management Authority as follows:

The California State University Risk Management Authority does hereby recognize the many contributions of Cynthia Teniente-Matson to the California State University Risk Management Authority, and by this Resolution does hereby express to her sincere gratitude and appreciation.

* * * * *

I hereby certify that the foregoing is a full, true and correct copy of a Resolution duly and regularly adopted and passed at a meeting of the Board of Directors of the California State University Risk Management Authority held on the 23rd day of October, 2015 which was approved by the following vote:

AYES, and in favor thereof, members: ALL
NOES, members: NONE
ABSTAIN, members: NONE
ABSENT, members: NONE

ATTEST: _____
Linda Hawk, Chair

Zachary Gifford, Secretary-Auditor

**RESOLUTIONS RECOGNIZING THE CONTRIBUTIONS
OF MICHAEL THORPE**

ISSUE: Michael Thorpe has diligently served the California State University Risk Management Authority as a member of its Executive Committee and the Board of Directors since October 2007.

RECOMMENDATION: It is recommended that the CSURMA Board of Directors pass Resolutions No. 07-15 (BOD), recognizing the valued contributions of Michael Thorpe.

FISCAL IMPACT: None.

BACKGROUND: Michael Thorpe has served the California State University Risk Management Authority as a member of its Executive Committee and Board of Directors from October 15, 2007 to June 30, 2015, as well as serving as the Executive Committee Liaison to the Athletic Injury Medical Expense Committee.

PUBLICATION: A copy of this resolution will be posted on the website.

ATTACHMENT(S):

- a. Resolution No. 07-15 (BOD) - Resolution Recognizing the Contributions of Michael Thorpe

**CALIFORNIA STATE UNIVERSITY
RISK MANAGEMENT AUTHORITY**

**BOARD OF DIRECTORS
RESOLUTION NO. 07-15 (BOD)**

**Resolution Recognizing the Contributions of
MICHAEL THORPE
a member of the Executive Committee of the
California State University Risk Management Authority**

The Board of Directors of the California State University Risk Management Authority finds and determines as follows:

- (a) Michael Thorpe has diligently served the California State University Risk Management Authority as a member of its Executive Committee and Board of Directors from October 15, 2007 – June 30, 2015, as well as serving as the Executive Committee Liaison to the Athletic Injury Medical Expense Committee.
- (b) It is appropriate to recognize Michael Thorpe for the time, effort and many contributions he has made to ensure the success of the California State University Risk Management Authority.
- (c) For the many contributions made to the California State University Risk Management Authority, its Board of Directors finds it incumbent to express sincere gratitude and appreciation.

In consideration of the foregoing findings and determinations,

IT IS RESOLVED by the Board of Directors of the California State University Risk Management Authority as follows:

The California State University Risk Management Authority does hereby recognize the many contributions of Michael Thorpe to the California State University Risk Management Authority, and by this Resolution does hereby express to him sincere gratitude and appreciation.

* * * * *

I hereby certify that the foregoing is a full, true and correct copy of a Resolution duly and regularly adopted and passed at a meeting of the Board of Directors of the California State University Risk Management Authority held on the 23rd day of October, 2015 which was approved by the following vote:

AYES, and in favor thereof, members: ALL
NOES, members: NONE
ABSTAIN, members: NONE
ABSENT, members: NONE

ATTEST: _____
Linda Hawk, Chair

Zachary Gifford, Secretary-Auditor

**RESOLUTIONS RECOGNIZING THE CONTRIBUTIONS
OF PATRICIA WORLEY**

ISSUE: Patricia Worley has diligently served the California State University Risk Management Authority as a member of its Auxiliary Organization Risk Management Alliance, Executive Committee and the Board of Directors since July 2006.

RECOMMENDATION: It is recommended that the CSURMA Board of Directors pass Resolutions No. 08-15 (BOD), recognizing the valued contributions of Patricia Worley.

FISCAL IMPACT: None.

BACKGROUND: Patricia Worley has served the California State University Risk Management Authority in the following capacity: Member of its Executive Committee from July 1, 2010 to June 30, 2012. Member of the Board of Directors from July 1, 2008 to June 30, 2014. Member of the Auxiliary Organizations Risk Management Alliance Committee (AORMA) Committee from July 1, 2008 to June 30, 2014. AORMA Committee Chair from July 1, 2011 to June 30, 2012. AORMA Workers' Compensation Committee Member from January 8, 2006 to September 14, 2010.

PUBLICATION: A copy of this resolution will be posted on the website.

ATTACHMENT(S):

- a. Resolution No. 08-15 (BOD) - Resolution Recognizing the Contributions of Patricia Worley

**CALIFORNIA STATE UNIVERSITY
RISK MANAGEMENT AUTHORITY**

**BOARD OF DIRECTORS
RESOLUTION NO. 08-15 (BOD)**

**Resolution Recognizing the Contributions of
PATRICIA WORLEY
a member of the Executive Committee of the
California State University Risk Management Authority**

The Board of Directors of the California State University Risk Management Authority finds and determines as follows:

- (a) Patricia Worley has diligently served the California State University Risk Management Authority in the following capacity: Member of its Executive Committee from July 1, 2010 to June 30, 2012. Member of the Board of Directors from July 1, 2008 to June 30, 2014. Member of the Auxiliary Organizations Risk Management Alliance Committee (AORMA) Committee from July 1, 2008 to June 30, 2014. AORMA Committee Chair from July 1, 2011 to June 30, 2012. AORMA Workers' Compensation Committee Member from January 8, 2006 to September 14, 2010.
- (b) It is appropriate to recognize Patricia Worley for the time, effort and many contributions she has made to ensure the success of the California State University Risk Management Authority.
- (c) For the many contributions made to the California State University Risk Management Authority, its Board of Directors finds it incumbent to express sincere gratitude and appreciation.

In consideration of the foregoing findings and determinations,

IT IS RESOLVED by the Board of Directors of the California State University Risk Management Authority as follows:

The California State University Risk Management Authority does hereby recognize the many contributions of Patricia Worley to the California State University Risk Management Authority, and by this Resolution does hereby express to her sincere gratitude and appreciation.

* * * * *

I hereby certify that the foregoing is a full, true and correct copy of a Resolution duly and regularly adopted and passed at a meeting of the Board of Directors of the California State University Risk Management Authority held on the 23rd day of October, 2015 which was approved by the following vote:

AYES, and in favor thereof, members: ALL
NOES, members: NONE
ABSTAIN, members: NONE
ABSENT, members: NONE

ATTEST: _____
Linda Hawk, Chair

Zachary Gifford, Secretary-Auditor

AORMA PROGRAMS UPDATE

ISSUE: The Auxiliary Organizations Risk Management Alliance (AORMA) continues to address the insurance and risk management needs of its Auxiliary Organizations membership. Staff is pleased to report that CSURMA now has 100% participation by Auxiliary Organizations in good standing.

Frank Mumford, AORMA Committee Chair, will be on hand at today's meeting to discuss the activities of AORMA.

RECOMMENDATION: No action is required on this item at today's meeting.

FISCAL IMPACT: None.

BACKGROUND: The programs within CSURMA which were specifically designed for the CSU Auxiliary Organizations were first introduced in July 1, 1998. Twelve Auxiliary Organizations participated the first year. Since that time, all Auxiliary Organizations in good standing have joined the Auxiliary Organizations Risk Management Alliance and participate in at least one of the programs.

PUBLICATION: None.

ATTACHMENT(S): None.

PROGRAM ADMINISTRATOR'S STEWARDSHIP REPORT

ISSUE: Each year the Program Administrators prepare a Stewardship Report for the CSURMA Board of Directors. The Stewardship Report describes the activities and accomplishments of CSURMA and its Program Administrators. The Stewardship Report will be presented to the Board at today's meeting.

RECOMMENDATION: This item is presented for the Board's information. No action is requested for this item.

FISCAL IMPACT: None.

BACKGROUND: None.

PUBLICATION: A complete copy of the 2014/15 CSURMA Annual Stewardship Report will be posted on the CSURMA website

ATTACHMENT:

- a. CSURMA Annual Stewardship Report for FY 2014/15.



CALIFORNIA STATE UNIVERSITY RISK MANAGEMENT AUTHORITY

Annual Stewardship Report Fiscal Year End - June 30, 2015



Alliant Insurance Services, Inc.

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San Francisco, CA 94111
Main: (415) 403-1400
www.alliant.com



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EXECUTIVE SUMMARY

CSURMA and ALLIANT

Alliant Insurance Services (Alliant) is proud of its history and continuing partnership with the California State University and its Auxiliary Organizations, collectively the CSU. Key principals of the Alliant team have consistently provided creative solutions for CSU since 1995. We are proud of our accomplishments for the CSU, and in particular, the opportunity to develop and manage a number of effective and very efficient insurance and coverage plans through the entity we helped form, namely the California State University Risk Management Authority (CSURMA). Launched in 1997, CSURMA is a joint powers authority created under the Government Code of the State of California, and established specifically to address and manage the operational risks of CSU's colleges and universities, and its auxiliary organizations through the Auxiliary Organizations Risk Management Alliance (AORMA).

Alliant is a specialty insurance brokerage firm that also provides joint powers authority (JPA) program administration, risk management, and insurance brokerage services. We regard working with the CSU as an exciting professional opportunity. As Program Administrators, Alliant oversees CSURMA's risk pool programs, excess and reinsurance placements, group purchase insurance, and provides risk management consultation and joint power authority administration for all members of the authority.

Alliant is committed to working with the CSU at the system level and directly with all twenty-three campuses (23) and all eighty-six (86) auxiliary organizations. We provide direct consultative and program management services for the Office of the Chancellor, including Systemwide Risk Management, Public Safety, General Counsel, Capital Planning Design & Construction, and the Chief Administrative & Business Officials (CABO). On the campuses, Alliant provides risk management consultation and advice for Campus Risk Management, Environmental Health & Safety, Human Resources, Student Health Centers, Athletics, Student Life & Leadership, Facilities, and others; and of course, CSU's auxiliary organizations and its Auxiliary Organizations Association (AoA).

Alliant has responded to CSURMA's evolving needs and adapted its services to deliver high quality and stable risk management programs that support CSU's mission and CSURMA's vision.

STEWARDSHIP REPORT

Alliant prepared this Stewardship Report for CSURMA Board of Directors and Members summarizing the Program Administrator's activities and accomplishments during the past fiscal year. Also, this stewardship report offers Alliant the opportunity to reflect on areas for improvement in providing program management services for all CSURMA members. We appreciate the opportunity to work with dynamic, creative and forward thinking leaders of the CSU, and enjoy the opportunity to deliver creative and cost effective products and services addressing the complex risk management needs of the CSU's campuses and auxiliary organizations.

PROGRAM ADMINISTRATORS

Alliant is proud of its team of dedicated professionals who are assigned to serve you. The team is led by Daniel Howell as CSURMA Program Director, Robert Leong for Campus Coverage Programs, and Mimi Long for AORMA Coverage Programs. Robert Frey provides expert consultation for Property and Liability claims. Jacki Graf consults exclusively for the campuses and auxiliary organizations in all areas of Workers’ Compensation claims, including the hosting of CSU’s monthly meetings of the Workers’ Compensation Coordinators for all CSURMA members. Stacey Weeks manages the Foreign Travel Insurance Program, and services the Athletic Injury Medical Expense Program. The team is supported by an experienced and quality administrative staff including Van Rin, Hsan Htein, Tevea Him and Yung Lam.

Alliant’s CSURMA Program Administration Service Team is depicted herein:

Program Administrators



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AIME, Foreign Travel
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Please refer to Appendix A for the Alliant Team Organization Chart for CSURMA.

FINANCIAL PERFORMANCE

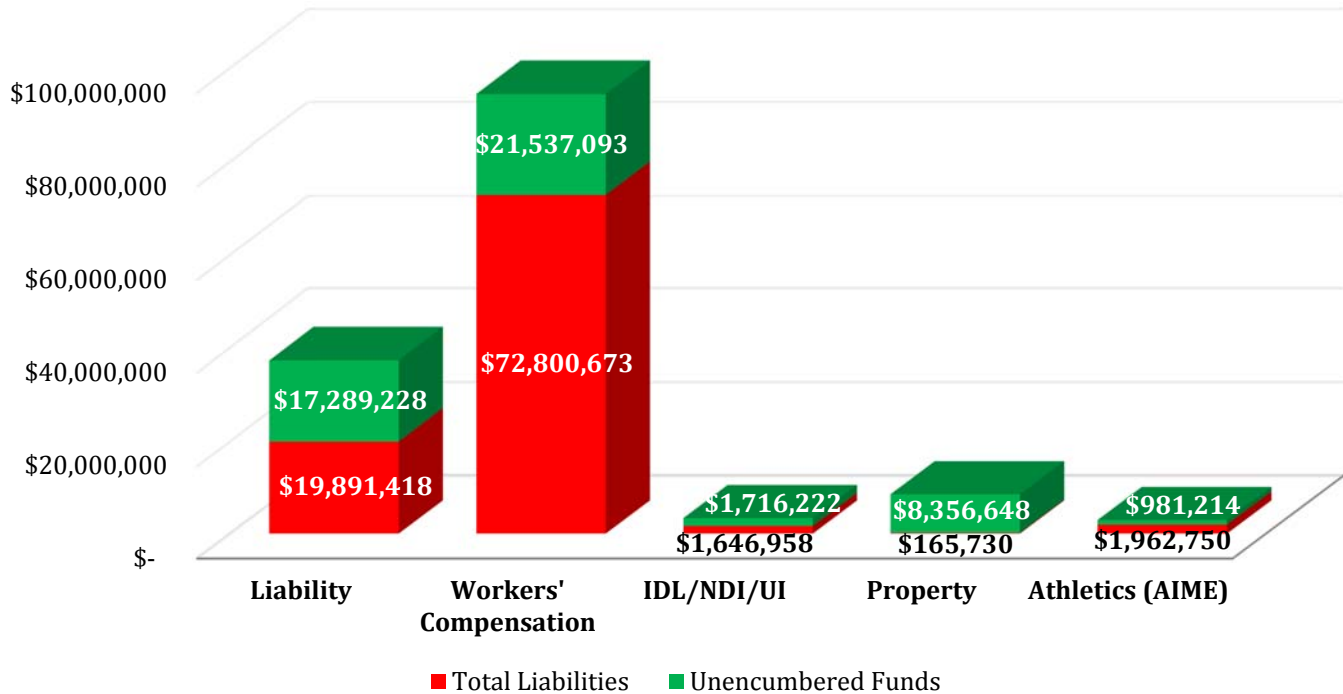
CSURMA adopted funding policies for each of its risk pools to ensure that each coverage program maintains adequate funds to meet its operating expenses, particularly the claims payment obligations for the current year, and for the outstanding claims liabilities as they become due, which in many cases can be years into the future. Alliant prepares Risk Pool Funding Status Reports, incorporating the findings and recommendations of CSURMA’s independent actuary and accountant, to help guide decision making for the Executive Committee in regards to rate setting and deposit contribution (premium) calculations, with the goals of maintaining safe financial risk margins, budget stability, and fairness to all members.

The following is a discussion of the funding status at June 30, 2015 for the Campus and AORMA risk pools, which are highlighted and depicted below:

Campus Risk Pools:

CSURMA adopted a funding policy to fund the Campus Liability, Campus Workers’ Compensation and Athletic Injury Medical Expense (AIME) coverage programs to at least a 70% actuarial confidence. This funding policy provides an additional risk funding margin of about 15-18% over expected losses, thus assuring members there are adequate funds to pay claims as they become due. As of June 30, 2015, all programs continue to be fully-funded per the funding policy, and actually exceed targeted funding goals (excess funds) as depicted below:

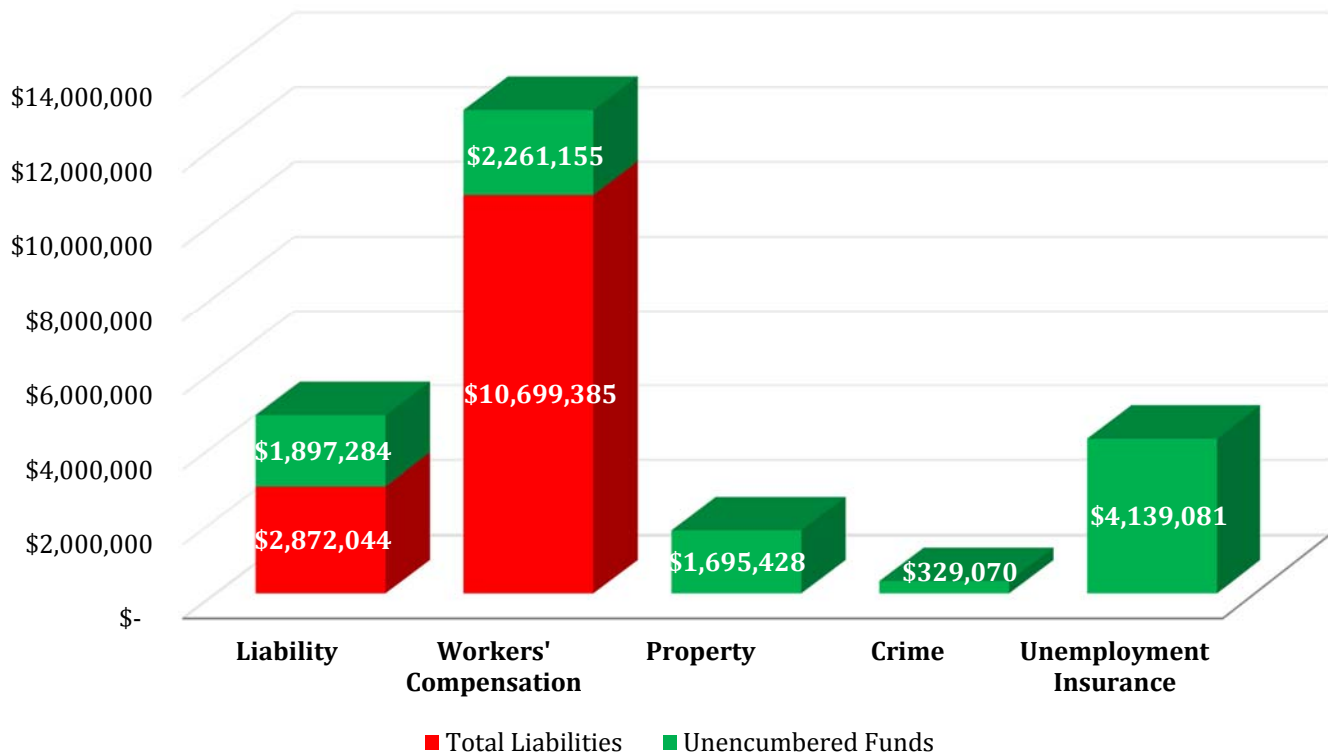
**Campus Risk Pools
Estimated Fund Balance at June 30, 2015**



AORMA Risk Pools:

Historically, both AORMA Workers' Compensation and AORMA Liability programs were funded at an 80% confidence level; however, effective July 1, 2014, the committee made the decision to fund the Liability Program at a 70% confidence level. This develops a risk margin of about 15-18%. This decision was made because the Liability Program was extremely well funded and the committee determined that increasing surplus in the program was not necessary. The committee did decide to fund the Workers' Compensation Program at an 80% confidence level. This develops a risk margin of about 25-28%. This decision was made because the surplus within the Workers' Compensation Program was not as abundant as in the Liability Program and therefore increasing surplus was desirable. All programs are fully-funded to at least the 80% actuarial confidence level. Reserve funds in excess of the funding goal for the AORMA Risk Pools at June 30, 2015 are as follows:

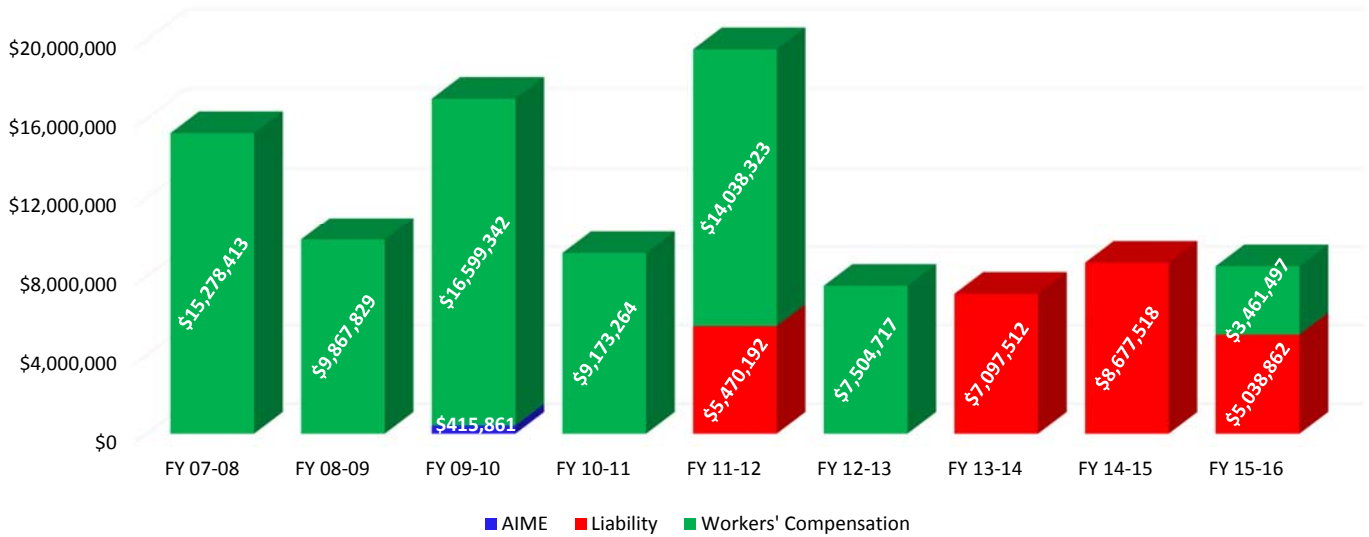
**AORMA Risk Pools
Estimated Fund Balance at June 30, 2015**



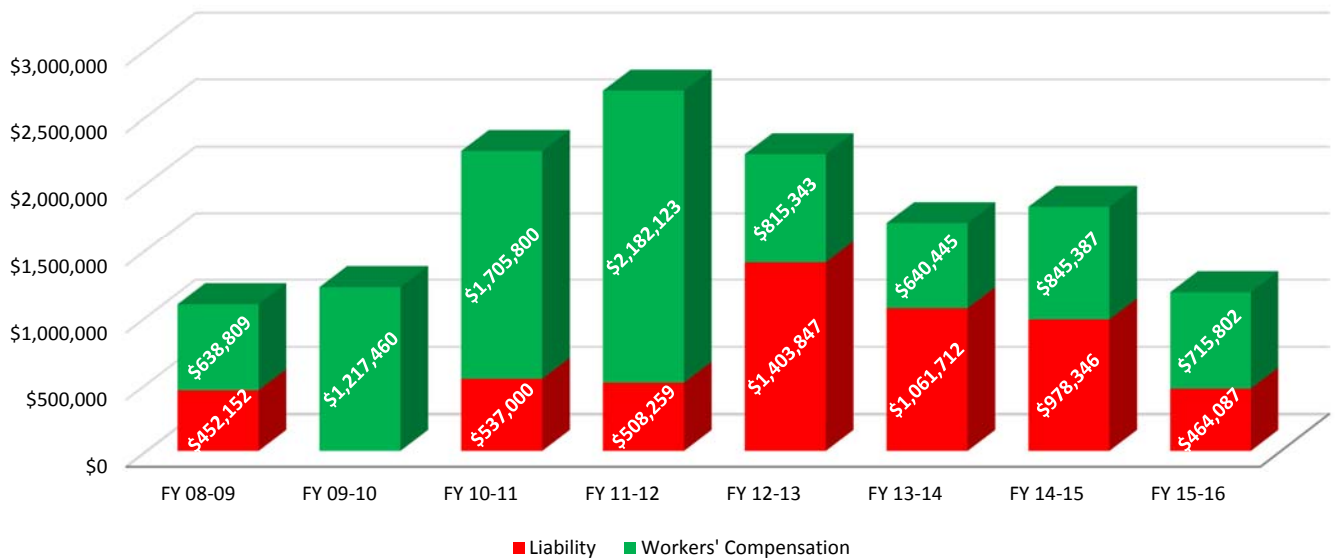
DIVIDENDS (Member Rewards)

CSURMA’s dedication to maintain the funding policies in the face of budget pressures at the State level enabled CSURMA to reward its members with distributions of excess reserve funds in the form of cash dividends. A history of the dividends paid to members is summarized in the following charts. **Through June 30, 2015, CSURMA returned dividends totaling \$116,790,902 to members**, which if commercially insured, the carriers would have reaped as underwriting profits rather than being restored to members as dividends.

Campus Programs Dividend Payments



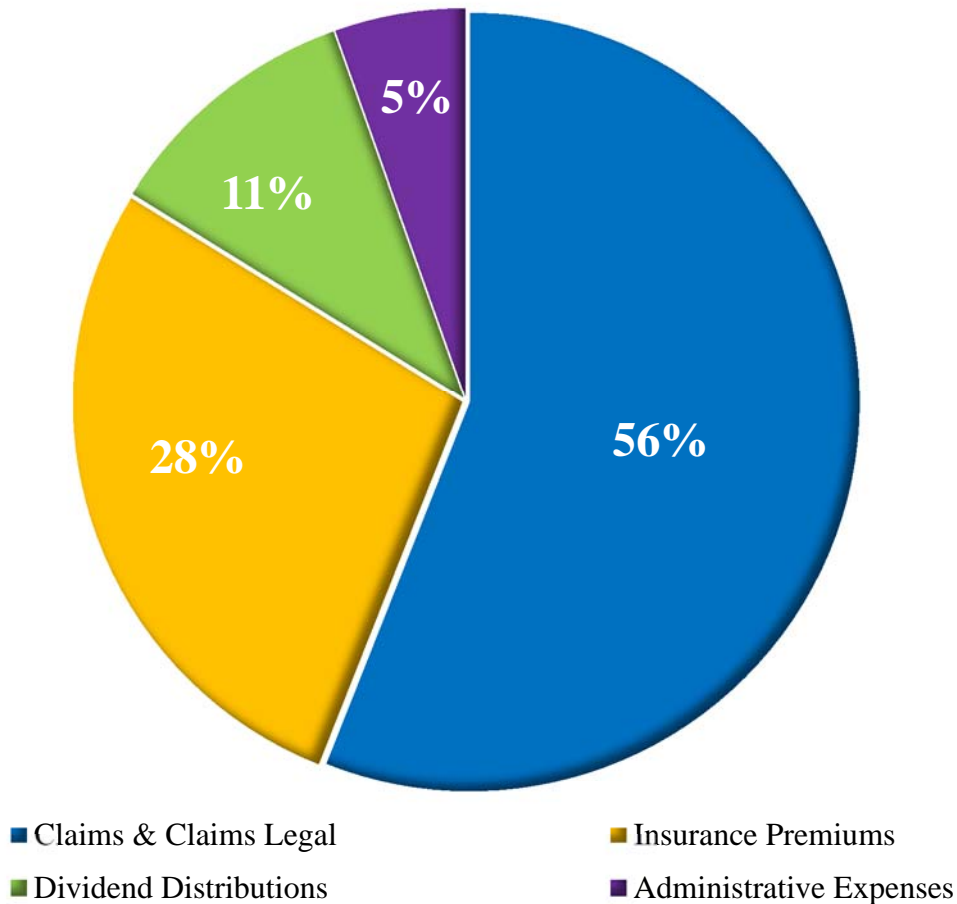
AORMA Programs Dividend Payments



PROGRAM ECONOMICS

The pie chart below shows a breakdown of expenses for the fiscal year ending June 30, 2015. Fifty-six percent (56%) of your premium deposits were used to pay claims, or set aside to pay future claims, within the primary self-insured layer. Twenty-eight percent (28%) was the cost to insure the group’s catastrophe claims through the purchase of excess insurance and reinsurance. CSURMA returned eleven percent (11%) as cash dividends to members. Program Administration expense amounted to only five percent (5%) while continuing at a high level of service performance. This is a remarkable achievement when compared to similar joint powers insurance authorities which typically operate at twelve to seventeen percent (12-17%) expense ratios.

CSURMA Program Expenses @ 06/30/15
"Your Premium Dollars at Work \$84,799,867"



COVERAGE PROGRAMS

Alliant manages a number of risk management and coverage programs for CSURMA that serve the University and its Auxiliary Organizations. In addition to program administration of CSURMA's risk pools (group self-insurance programs), Alliant places and manages a number of insurance and reinsurance policies to supplement and support CSURMA's coverage program structures. These are highlighted and described in the following sections:

CAMPUS PROGRAMS

Campus Liability Coverage Program

The Campus Liability Coverage Program was established to fund the exposures of General Liability, Errors & Omissions, Professional Liability, Employment Practices Liability, and other similar public liability exposures of the University system. The participants include all twenty-three (23) campuses of the CSU and the Chancellor's Office. The Campus Liability Coverage Program increased its self-insured limit from \$3,000,000 to \$5,000,000 per occurrence on July 1, 2010.

Each campus selects its own deductible, which is offered from \$35,000 to \$1,000,000 per occurrence. After three years, members have the opportunity to choose another deductible. The last deductible selection became effective July 1, 2014 and applicable to July 1, 2017. Concurrently every three years, the Executive Committee appoints a task group to review and recommend refinements, if any, to the rating plans to ensure the formulas used to allocate program costs remain responsive and equitable as respects CSURMA's goals and the needs of the University.

Auto Liability is provided by the State Motor Vehicle Self-insurance Plan (VELSIP) and managed by the Office of Risk & Insurance Management (ORIM). VELSIP's coverage for state-salaried employees is unlimited, but liability for non-state operators is capped at \$1,000,000 per accident. The Campus Liability risk pool purchases reinsurance to cover Auto Liability for non-state employees driving for University business from VELSIP's \$1,000,000 self-retention limit to CSURMA's \$5,000,000 pool limit.

Additionally, CSURMA purchases excess/reinsurance to insure catastrophe risks above the \$5,000,000 self-retention limit from various commercial carriers in the global market.

Campus Workers' Compensation Coverage Program

The Campus Workers' Compensation Coverage Program was established to provide statutory Workers' Compensation and Employer's Liability coverage for all CSU state employees and designated volunteers at all campuses and the Office of the Chancellor. The program includes a risk pool and specific excess insurance. The risk pool is self-insured with no deductible and retains the first \$2,500,000 each occurrence. Claims in excess of the risk pool retention are covered by commercial insurance from the \$2,500,000 self-retention to the Statutory Workers' Compensation limits proscribed by the State of California.

Beginning January 1, 2015, CSURMA entered into an agreement with CSAC Excess Insurance Authority (EIA), the risk pool for California counties and other California public entities, to finance the university's Workers' Compensation claims covered by the Campus Workers' Compensation risk pool and AORMA Workers' Compensation risk pool. This financing strategy enables CSURMA to fund its workers' compensation claims at a cost less than the actuary's minimum funding recommendation while preserving CSURMA's funding policy and financial integrity. The agreement with EIA covers industrial injuries occurring from January 1, 2015 to June 30, 2016.

Campus IDL/NDI/UI Coverage Program

The Industrial Disability Leave/ Non-Industrial Disability Leave/ Unemployment Insurance (IDL/NDI/UI) Program Fund was established to provide a funding mechanism for temporary disability and unemployment insurance benefit for state employees. The IDL/NDI/UI program fund is entirely self-insured, and costs are allocated to the members based on each campus' actual utilization (claims) over a rolling five year period.

Campus Athletic Injury Medical Expense Coverage Program (AIME)

The Athletic Injury Medical Expense Program (AIME) was established to provide coverage for medical expenses incurred by CSU students participating in NCAA and NAIA intercollegiate athletic activities. The AIME program replaced individual insurance programs previously purchased by the campuses.

The AIME program is self-insured for the members' deductible limit defined by the catastrophe coverage policies purchased by their respective national governing bodies, NCAA or NAIA. NCAA purchased catastrophe liability insurance on behalf of all its member schools with a \$90,000 deductible. NAIA purchased catastrophe liability insurance on behalf of its member schools with a \$25,000 deductible.

AIME's claims experience is annually reviewed by an independent professional actuary to develop loss projections and loss rates by sport. Alliant uses the actuary's recommendation to develop program costs each year in accordance with AIME's rating plan. Alliant's developed costs are then reviewed and approved by the AIME Committee in accordance with CSURMA's funding policy.

A special task group was convened in Spring 2015 by the AIME Committee to review AIME's rating plan. The AIME Committee adopted modifications to the rating plan to reflect program maturity and cost allocation weighted more in favor of actual utilization (claims) by member. The revised rating plan is effective beginning FY 2015/16.

Campus Property Coverage Program

The Campus Property Coverage Program was established to provide Property and Boiler & Machinery Insurance covering physical damage to buildings and other specified structures. Building contents (furnishings, equipment, etc.) may also be covered as may be required by bond covenants. The program insures all CSU campuses and the Chancellor's Office. CSU chose to not purchase coverage for Earthquake because of the high cost for that insurance, unless Earthquake insurance is specifically required by bond covenants.

Beginning July 1, 2013, CSURMA changed its coverage structure from insurance to reinsurance to save costs, specifically in regards to premium taxes and associated fees. The Campus Property Coverage Program is now fully reinsured by a syndication of insurance companies known as the Alliant Property Insurance Program (APIP), an Alliant exclusive designed for public entities to empower market negotiations. Until July 1, 2010, CSURMA purchased a Deductible Buy-Down policy to provide coverage from \$100,000 to \$1,000,000 within the program's \$1,000,000 deductible limit. Beginning July 1, 2010, CSURMA self-insured the Deductible Buy-Down to an aggregate limit of \$2,000,000 for all losses subject to the Deductible Buy-Down (i.e., \$900,000 excess \$100,000 deductible). All campuses except San Diego State University participate in the Deductible Buy-Down plan.

Within the Campus Property program, Campus 99 was created as a special designation to provide Property insurance at a deductible lower than the standard \$100,000 for campuses. Campus 99 is designed to enable CSU auxiliary organizations who occupy state-owned buildings to enjoy deductibles from \$5,000 to \$100,000.

Campus 86 is in development. This program feature is intended to provide an option for campuses to insure its business personal property (i.e., building contents) at deductibles less than \$100,000. Campus 86 is anticipated to become available beginning FY 2016/17.

Campus Crime Program

The Campus Crime Program insures the University covering all state employees for Employee Fidelity, including faithful performance of duties, theft of monies & securities, counterfeit, fraud, computer crime, and other misappropriation of the University's funds. The coverage is excess of a \$250,000 deductible.

Student Professional Liability Insurance Program (SPLIP)

On August 1, 2006 CSU purchased a systemwide professional liability insurance program to provide coverage for students enrolled in the Nursing, Allied Health or Education internship curricula. This systemwide program is designed to satisfy the requirements of host institutions that students maintain professional liability insurance in order to participate in programs offered under affiliation agreements with the University. The program includes professional and personal liability coverage with broad protection for the students, affiliates and the University. SPLIP provides coverage limits up to \$5 million per occurrence with a \$25 million annual aggregate.

Student Academic Field Experience for Credit Liability Insurance Program (SAFECLIP)

On July 1, 2007 CSU purchased the Student Academic Field Experience for Credit Liability Insurance Program (SAFECLIP) to provide coverage for students involved in the University's service learning programs while performing service or volunteer work for academic credit. SAFECLIP similarly covers CSU students in Radio, Television or Film academic programs. This systemwide program is designed to satisfy the requirements of host institutions that students maintain liability insurance in order to participate in programs offered under affiliation agreements with the University. The program includes professional and personal liability coverage with broad protection for the students, affiliates and the University. SAFECLIP provides coverage limits up to \$2 million per occurrence with a \$10 million annual aggregate, and increased to \$5 million / \$25 million beginning FY 2015/16.

AORMA PROGRAMS

The CSU Auxiliary Organizations coverage programs operate within CSURMA as the Auxiliary Organizations Risk Management Alliance (AORMA). Alliant works with a dedicated Committee composed of executive officials who are elected from among AORMA members. Participation in the program is voluntary. AORMA coverage programs include:

AORMA Liability Program

The AORMA Liability Program was established on July 1, 2002 to provide liability insurance coverage for participating Auxiliary Organizations. The Liability coverage includes General Liability, Automobile Liability, Directors' & Officers' Liability, Employment Practices Liability, Professional Liability, and Fiduciary Liability. The AORMA Liability Fund is self-insured for the first \$5,000,000 of each occurrence. AORMA purchased reinsurance in the amount of \$4,650,000 excess of \$350,000. Therefore, AORMA's self-insured layer retains only \$350,000 of each occurrence. Additional coverage excess of the \$5,000,000 limit is provided by AORMA's participation in the Campus Liability excess insurance placements.

AORMA Workers' Compensation Coverage Program

The AORMA Workers' Compensation Program is self-insured for the first \$500,000 of each occurrence. Excess insurance is purchased from a commercial insurer to provide statutory limits excess of the \$500,000 self-insured limit for Workers' Compensation, and to \$5,000,000 per occurrence for Employers' Liability.

Beginning January 1, 2015, CSURMA entered into an agreement with CSAC Excess Insurance Authority (EIA), the risk pool for California counties and other California public entities, to finance the university's Workers' Compensation claims covered by the Campus Workers' Compensation risk pool and AORMA Workers' Compensation risk pool. This financing strategy enables CSURMA to fund its workers' compensation claims at a cost less than the actuary's minimum funding recommendation while preserving CSURMA's funding policy and financial integrity. The agreement with EIA covers industrial injuries occurring from January 1, 2015 to June 30, 2016.

AORMA Property Program

The AORMA Property Coverage Program has a shared risk layer of \$100,000 per occurrence with an aggregate stop loss limit of \$250,000. Members deductibles are \$5,000 for business personal property and business interruption / loss of rents. The member deductible for real property is 1% of the total insurable value, subject to a minimum of \$5,000 and a maximum of \$50,000. If the claims paid out of the "stop-loss" layer exceed the limit agreed upon by AORMA and the insurer, the insurer then pays all claims in excess of the members' selected deductibles. All members in the Liability Program automatically participate in the AORMA Property Program.

AORMA Crime Program

The AORMA Crime Program has a shared risk layer of \$25,000 per occurrence with an aggregate stop loss limit of \$100,000. All members have a deductible of \$5,000. If the claims paid out of the "stop-loss" layer exceed the limit agreed upon by AORMA and the insurer, the insurer then pays all

claims in excess of the members' selected deductibles. All members in the Liability Program automatically participate in the AORMA Crime Program.

AORMA Unemployment Insurance Program (UIP)

The AORMA Unemployment Insurance Program was established July 1, 2011 and is the successor to the Auxiliary Organization Unemployment Insurance Trust (AOUIT). The AORMA UIP was established to provide a funding mechanism for the mandatory unemployment benefits program. The UIP is entirely self-insured and costs are allocated to the UIP members based on the members' actual claims over a five year period.

CAMPUS and AORMA PROGRAMS

Builder's Risk Insurance Program (BRIP)

CSURMA implemented the Builder's Risk Insurance Program (BRIP) beginning July 1, 2005. BRIP covers direct physical loss to the University's and/or the Auxiliary Organizations' construction projects in the course of construction. All Major Capital Improvement Projects are to be insured by the BRIP in place of the contractor's insurance. The program is managed by Alliant and the University's Capital Planning Design & Construction (CPDC) department at the Chancellor's Office. This program includes coverage for Earthquake damage that is self-funded by the University.

Owner-Controlled Insurance Program (OCIP)

Upon review of the cost savings and effective administration of CSURMA's Builder's Risk Insurance Program (BRIP), the Office of the Chancellor Capital Planning Design & Construction (CPDC) requested Alliant to explore an insurance program to provide General/Completed Operations Liability and Workers' Compensation coverage for all contractors doing work on CSU building projects via a CSU-controlled insurance plan. An Owner-Controlled Insurance program (OCIP) was implemented in January 2012 to cover major building projects of the University and Auxiliary Organizations with initial total construction cost of \$10,000,000 and more.

Club Sports Insurance Program

The Club Sports Insurance Program was launched on August 1, 2012. The program is designed to cover CSU students for medical expense due to accidental injuries while participating in the University's or Auxiliary Organization's club sports programs that are officially recognized by the University as a student organization. Beginning August 1, 2013, the program was expanded to include Intramural and Recreational sports. The program maintains a risk pool for primary accidental medical expense up to a \$30,000 limit per accident, subject to a \$100 deductible. The deductible operates to preclude "first aid" claims, and to promote safe play. Catastrophe accident medical expense coverage is provided by commercial insurance to \$5,000,000 lifetime benefit. Additionally, the program purchases primary General Liability insurance with a \$1,000,000 limit; no deductible.

Unmanned Aerial Systems (UAS, UAV, Drones)

CSURMA's Liability coverage programs have been enhanced to include coverage for the ownership and operation of small unmanned aerial systems (UAS) and unmanned aerial vehicles (UAVs) – commonly known as "drones". Coverage is limited to drones up to 100lbs maximum take-off weight (MTOW) including fuel and all on-board equipment. The FAA requires all operators to possess a

valid Certificate of Authorization (COA) to operate drones. Coverage can also be purchased to insure the hull; i.e., physical damage or loss to the drone itself.

Rocketry Liability

CSURMA purchases a special Aviation Liability insurance policy to facilitate coverage for the university's liability arising from rocketry activities. Coverage is limited to \$5 million, and there are no excess coverage limits. Rocket launches must be pre-approved by the insurer, and must be at approved sites; i.e., registered launch sites in the Mojave Desert. Please call your Program Administrator for further information and premium quote.

MISCELLANEOUS PROGRAMS

Difference in Conditions Insurance Program (Earthquake)

Difference in Conditions (DIC) coverage for Earthquake losses is not provided as part of CSURMA's blanket coverage through APIP. DIC coverage can be purchased on a stand-alone basis for any member wishing to secure this coverage.

Participant Accident Insurance Program (PAI)

Participant Accident insurance provides coverage for a broad range of non-employer groups. Its primary benefit—accident medical insurance—is designed to provide insurance protection for participants of a group or organization while they are engaged in the group's sponsored activities. The plan is sold as blanket coverage, purchased by a group for all of its participants.

Student Travel Accident Insurance

Beginning in 1994, CSU purchased the Student Travel Accident policy to provide medical expense coverage for injuries to CSU students (including Extended Education Program students) during travel to or from campus to participate in a school sponsored activity. In 2014 the policy limit increased was to \$35,000 with a \$0 deductible. Additionally, coverage for overnight supervised and sponsored travel was increased from up to 7 days to up to 14 days.

Foreign Travel Insurance Program (FTIP)

This program provides coverage for employees and students while traveling outside the United States. The program provides General Liability, Non-owned and Excess Hired Auto Liability, Employee Benefits Liability, Foreign Workers' Compensation (if applicable), Primary Accident and Illness, and Executive Assistance Services. Beginning July 1, 2014, FTIP can provide Liability insurance only to supplement the insurance mandated by certain third-party travel program providers under approved agreements with the University.

Inland Marine Insurance Program

This is a specialized form of insurance to cover physical damage to specific objects such as: computer and other EDP equipment including media and laptops; scientific and laboratory equipment; cameras, audio, industrial lighting; fine arts; valuable collections; specialized mobile equipment; etc. Rates are based on the type of equipment insured.

Public Entity Automobile Physical Damage Program

CSU participates with select public entities in the Public Entity Automobile Physical Damage Program. The program was designed specifically for public agencies including CSU with a limited number of higher valued vehicles. The program was expanded to include other types of vehicle and mobile equipment.

The insurance is an “All Risk” Equipment Floater including earthquake and flood for scheduled equipment on file with the insurer. Claims are adjusted on a replacement cost basis. The deductible varies for each member as selected annually. The plan covers all risks of direct physical loss or damage from any external cause, including salvage charges, except perils excluded.

Non-Owned Aircraft Liability Insurance

As CSU occasionally uses non-owned aircraft for university business, effective July 1, 2011 a special Aviation Liability policy was placed to insure against non-owned aircraft liability. Because of the increased exposure in athletics and in international travel, air travel involving faculty, staff, students, and auxiliary organizations makes this insurance essential, and it is relatively inexpensive. Beginning July 1, 2014, the insurance was expanded to offer Aircraft Liability coverage for unmanned aerial systems (UAS) aka: “drones” operated by the University (see discussion on page 13 for more info).

Special Events Liability Insurance Program

The Special Events Program of Alliant offers public entities premises liability coverage for a broad range of events held by underinsured third parties in public assembly facilities. The program has the added feature of allowing the host institution to insure its own events if circumstances warrant. The three coverage components are:

- *Tenant/User Liability* – Coverage is provided for events held or sponsored by companies, organizations, or individuals that have been permitted to use a campus or auxiliary organization meeting room or other facility. Liability insurance protects the owner and the user of the facility. The campus or auxiliary organization determines the premium for the event based on published rates and provides a certificate of insurance to the user. Events are reported quarterly, and reports, copies of certificates, and a check for the premium for all events held within the quarter are remitted to Alliant.
- *Instructor/Recreation Classes* – This provides coverage for events that are instructional to participants. Also covered are instructors who are not employed by the campus or auxiliary organization but who provide instructional services for a fee. The events are reported quarterly to Alliant, premiums are determined and certificates are issued to the instructor. Participant coverage requires signed waivers and prior approval from the underwriter.
- *Nominee Events* – Coverage is offered for events held or sponsored by a campus or auxiliary organization itself or by any of its departments or divisions. Coverage can be expanded to cover co-sponsors if desired. This is not a self-rated program, and events must be approved and rated by Alliant, who issues the insurance certificates.

Vendors / Contractors Liability Insurance Program

The Vendors/Contractors Program was developed to meet the needs of public entities such as CSU for those situations when the public entity enters into a contract with a contractor/vendor, and the contractor/vendor is unable to provide the insurance required. The program allows the contractor/vendor to purchase General Liability insurance for the work to be performed for the University or Auxiliary Organization at a significantly reduced cost.

MILESTONES – A Proud History of Accomplishments

Alliant is proud of its history of developing and implementing meaningful and cost effective coverage programs for CSU since the establishment of the Campus Risks Pool in 1995 and its successor joint powers authority, CSURMA, in 1997. Many of the coverage programs for the University, and including the formation of the Auxiliary Group Purchase Insurance Program (AGPIP) for auxiliary organization members, which evolved into Auxiliary Organizations Risk Management Alliance (AORMA), remain viable today and continue to provide highly-valued, cost-effective, state-of-the-art protection for all its member participants.

These accomplishments for CSU campuses and auxiliary organizations can be considered “Milestones” for CSURMA. From the establishment of the risk pools, formation of the joint powers authority, creation of additional coverage, development of loss-sensitive yet equitable rating plans, commissioning independent professional actuarial reviews, setting budget goals to ensure adequate funding, measuring rating adequacy, and recommending dividends to members, to the more recent challenges addressing sound program management that is expected of a public joint powers insurance authority and the administrative expectations of CSU’s Internal Auditors to ensure fiscal responsibility, Alliant has welcomed and embraced these essential tasks and responsibilities for the betterment of all CSURMA members.

The Milestones are highlighted in a chart on pages 20, 21 and 22.

2014/2015 – A Year of Challenges and Performances

There have been many challenges during the past fiscal period, which the dedicated members of Alliant have risen to meet and resolve for CSURMA. The major challenges of the year and how Alliant responded for the Campuses and Auxiliary Organizations are highlighted below.

Campus Programs:

1. Expanded the Club Sports Insurance Program to insure Intramural and Recreational Sports.
2. Conducted monthly meetings of the Campus Workers’ Compensation Coordinators.
3. Calculated premium deposits and funding recommendations for all Campus programs.
4. Coordinated and managed new construction and major renovation projects with Capital Planning Design & Construction (CPDC), and reconciling project premiums with the insurer.
5. Managed application forms for Risk Reduction Incentive Grants for Health & Wellness and Loss Control & Safety.
6. Prepared Educational Memos for Workers’ Compensation Coordinators.

7. In-person campus visits.
8. Workers' Compensation Claims Settlement Authorization Requests (SAR) review and discussions – ongoing.
9. Investigation Vendor Panel and Oversight Program – annual review.
10. Workers' Compensation Claims Coding Task Group.
11. Industrial Injury Prevention Program (IIPP) Task Group.
12. Drafted memo regarding First Aid claims for the Student Health Centers.
13. Launched Theater Safety Assessment & Loss Prevention Program
14. Launched Unmanned Aerial Systems (aka: Drones) Coverage Program
15. Developed and implemented Foreign Travel Supplemental Insurance Plan in response to third-party travel providers who mandate purchase of their own insurance.
16. Convened and managed Rating Plans Task Group for Campus Risk Pools
17. Convened and managed Rating Plans Task Group for Student Insurance Programs
18. Calculated and presented Deductible Options for Campus Liability Program.
19. Calculated Risk Pools Funding Status and Potential Dividends
20. Assisted Accounting staff in preparation for the annual independent financial audit.
21. Assisted Sport Clubs Committee in redraft of the Sport Club Administration Guidelines.
22. Presented with Humboldt State (Dr. Justus Ortega, Beth Larson) and Chancellor's Office (Zachary Gifford) issues involving Concussive Injuries exposures in athletics, etc.
23. Presented synopsis of the Affordable Care Act ("Obamacare") to CCAA Athletic Trainers.
24. Assisted in finalizing the term of the contract for Prevention of Sexual Abuse of Minors with Praesidium

AORMA Programs:

1. Provided assistance to the Programs Committee and AORMA Committee in finalizing the Workers' Compensation Program Member Allocation Formula
2. Provided assistance to the Programs Committee and AORMA Committee in finalizing the new Liability Program Member Allocation Formula
3. Secured coverage for Unmanned Aerial Vehicles within the Liability Program
4. Negotiated desired coverage wording for Non-Employment Harassment
5. Negotiated the deletion of the Experiments Performed on Human Beings exclusion within the Liability Program
6. Provided assistance to the Programs Committee and AORMA Committee in finalizing the coverage provided within the Domestic Hired Automobile Physical Damage Endorsement
7. Calculated premium deposits and funding recommendations for all AORMA programs
8. Calculated the employment practices liability minimum deductibles for all AORMA members
9. Prepared and presented the Target Surplus Funding Report and Dividend Calculation for the AORMA Committee's review and approval
10. Published the Coverage Document Brochures and posted them on the CSURMA website
11. Completed the real property acquisitions checklist
12. Completed two sections of the Keeping Minors Safe While on Campus Handbook
13. Created a closed session policy and procedure applicable to all lines of coverage
14. Created a policy and procedure requiring a rate plan review every three years
15. Completion of the Workers' Compensation Program Claims Administration Audit Report

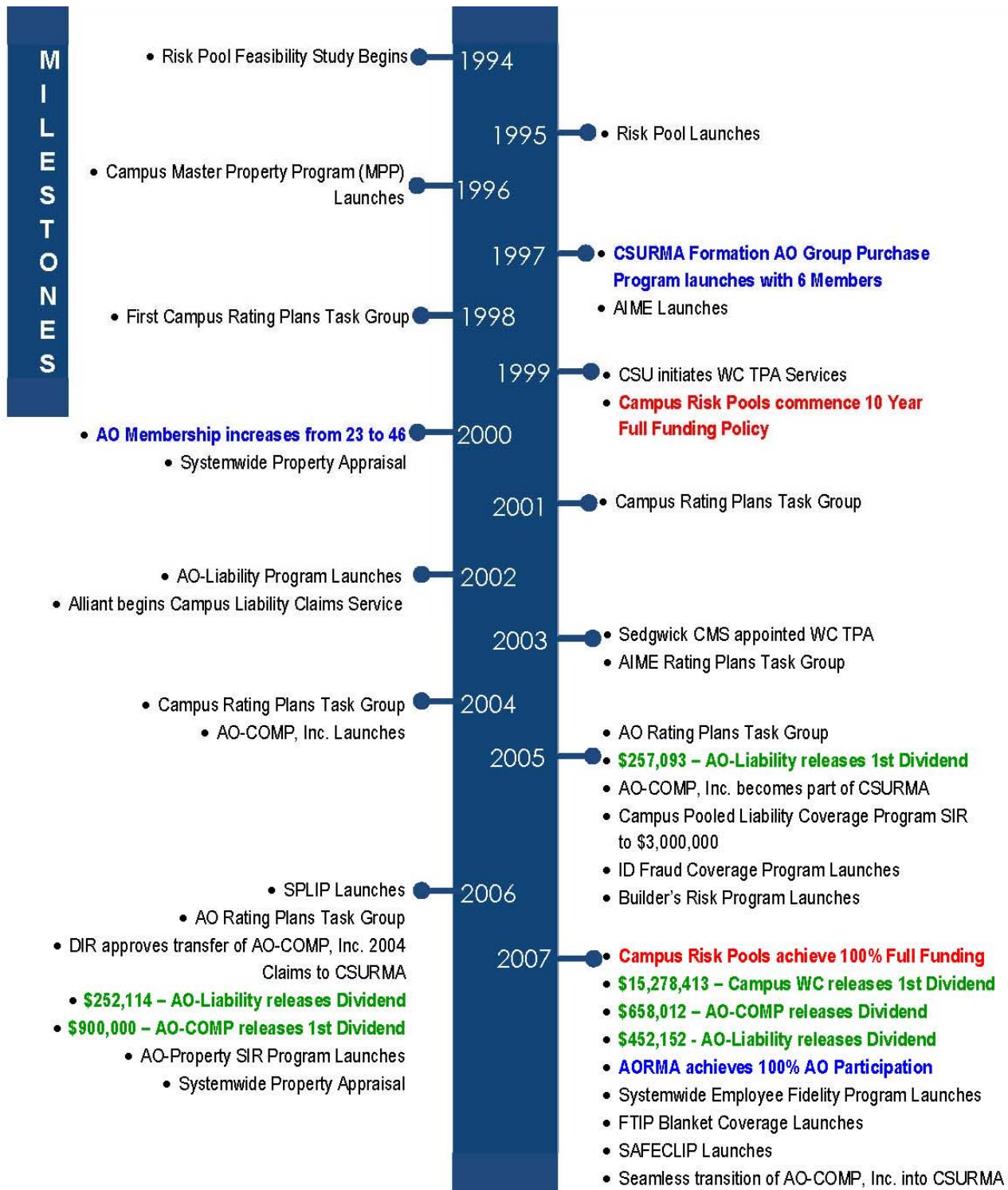
16. Assisted Member Services, Loss Control and Training Committee in finalizing the “innovation” criteria for the risk reduction matching grant program
17. Evaluated the necessity of an earthquake product for condominium owners
18. Visited all CSU campuses to meet with the individual auxiliary organizations
19. Reviewed and/or revised twelve AORMA policies and procedures

JPA Administration:

1. Redesigned the CSURMA Website
2. Completed the CSURMA Operational Review and responded to all recommendations
3. Proposed amendments to the CSURMA JPA Agreement and Bylaws
4. Conducted an “Orientation to CSURMA” for all members via webinar.
5. Drafted and managed the distribution of meeting agendas, and participated in meetings for the Board of Directors, Executive Committee, AORMA Committee, AIME Committee, and several subcommittees and task groups.
6. Prepared the updated version of the Service Calendar
7. Requested and updated the Campus Presidents’ appointments to the CSURMA Board of Directors
8. Requested and updated the Campus Presidents’ Claims Settlement Authority for both the Campus Liability and Workers’ Compensation Risk Pools
9. Requested and updated the Campus Presidents’ delegation of approval for travel to high hazard countries

The accomplishments described above highlight Alliant’s role in supporting CSURMA’s achievements during the year. These would not have been possible without the commitment and professionalism of the Alliant team members working with CSU’s Systemwide Office of Risk Management and with the Campuses’ and Auxiliary Organizations’ leadership.

CSURMA Milestones



- Identity Fraud Expense Reimbursement Coverage for AORMA Member Employees added
 - **\$9,867,829 – Campus WC releases Dividend**
 - Cyber Liability Program Launches
 - **\$1,217,462 – AO-COMP releases Dividend**
 - AORMA WC Code consolidation project
- 2008
- Campus WC On Time reporting: 90%
 - Replacement of SELF XS liability program
 - **CSURMA and AORMA logos developed**
 - **\$2,242,800 – dividends for AORMA members liability and workers comp program**
 - **\$16,599,342 – Campus WC releases Dividend**
 - **\$415,861 – Campus AIME releases Dividend**
- 2009
- Campus WC On Time reporting: 93%
 - Self-insured layer to campus property program added (savings of over \$3 million per year)
 - Change Management training for all campuses
 - **Completed digitization of CSURMA records**
 - **\$9,173,264 – Campus WC releases Dividend**
 - **\$1,199,767 – Dividends for AORMA members**
- 2010
- CSU International Programs launches (CSUIP)
 - Owner Controlled Insurance Program (OCIP) launches
 - Published new facilities use agreement template for auxiliary organizations
 - Completed regional trainings for IRIC manual
 - Club Sports Insurance Program (CSIP) launched
 - **AIME achieves 100% campus participation**
 - **\$7,504,717 – Campus WC releases Dividend -**
 - **\$2,219,190 – Dividends for AORMA members**
- 2011
- CSURMA website re-launched
 - **\$1,702,157 – Dividends for AORMA members**
 - Campus Liability Claims Audit
 - AIME Claims Audit
 - AORMA Liability Claims Audit
 - CSIP adds Intramural/Recreational Sports
 - **\$7,097,512 – Campus Risk Pool releases Dividend**
- 2012
- Theater Safety Risk Management Roll out
 - **\$8,677,518 – Campus Risk Pool releases Dividend**
 - Campus Liability includes coverage for unmanned aerial system (“Drones”)
 - Campus Member offered new deductibles for Liability
 - Rating Plans Task Group for Campus Risk Pools
 - Rating Plans Task Group for Student Insurance Programs
 - Campus Property Program restructured as Reinsurance
 - Coverage for Unmanned Aerial Vehicles added
 - Addition of auto physical damage coverage for rented RVs and Limousines
- 2013
- **\$1,823,733 – Dividends for AORMA members**
 - CSU IRIC Manual (updated)
 - Shoes for Crews Program launched
 - **\$8,677,518 – Campus Risk Pool releases Dividends**
- 2014
- **\$14,038,323 – Campus WC releases Dividend -**
 - **\$5,470,192 – Campus Liability releases Dividend**
 - **\$1,490,744 – Dividends for AORMA members**

2015

- External operational review of CSURMA Administration shows program in good position to CAJPA standards
- AORMA finalizes revisions to the member allocation formulas
 - CSURMA Website is redesigned
 - AORMA adds coverage for drones
 - CSURMA joins CWCI for workers' compensation benchmarking
- The club sports programs is expanded to include intramural and recreational sports
- Risk Management Innovation Grants are awarded
- Coverage for Rocketry exposure is added
- Launched Online Services & Training for Prevention of Sexual Abuse of Minors
- Launched Agility Recovery Property Loss Response Program
- Campus and AORMA workers' compensation programs are reinsured by CSAC EIA
- **\$8,500,359 – Dividends for Campus WC and Liability Programs**
 - **\$300,000 – Dividend for AORMA WC Program**

LOOKING AHEAD - Opportunities for Improvement

In serving such a vibrant and growing program, Alliant recognizes there are opportunities for improvement in its performance. As a result of our internal review and planning process, we have identified the following priority opportunities for improvement which are contained in the 2015/16 CSURMA Long Range Action Plans:

Campus Programs Long Range Action Plan

- LRP-1: Form 700 Electronic Filing
- LRP-2: Workers' Compensation Claims Closure Initiative
- LRP-3: Agility Recovery Property Loss Recovery Program
- LRP-4: Additional Covered Party – Policy and Procedure
- LRP-5: On-Line Education Multi-State Surety Initiative
- LRP-6: Student Placement Agreements
- LRP-7: CSU / UC Workers' Compensation Summit
- LRP-8: Campus and AORMA Risk Program Benchmarking and Trend Analysis
- LRP-9: Special Events Risk Management Manual
- LRP-10: Insurance Policy Database

AORMA Programs Long Range Action Plan

- LRP-1: Promotion of the Risk Reduction Innovation Matching Grant Incentive Program
- LRP-2: Monthly AORMA Update Newsletter
- LRP-3: Workers' Compensation Claims Closure Initiative
- LRP-4: Modification of the Campus Visit Member Presentation
- LRP-5: Updates to the CSURMA Website
- LRP-6: Cyber Risk Control Services – Informational Bulletin
- LRP-7: Benchmarking Initiative

- LRP-8: Evaluation of Campus Threat Assessment
- LRP-9: Watercraft Program / Insurance Tracking Program
- LRP-10: Creation of Executive Overview CSURMA AORMA Presentation
- LRP-11: Smart Phone Application for CSURMA AORMA Contact Information

Alliant expects there to be other opportunities for improving our performance, and we encourage CSURMA members to assist us by bringing performance improvement items to our attention. The service team regards working with the CSURMA as an exciting opportunity with our professional promise to provide the highest level of services. We are committed to improving our effectiveness and value to all members. We appreciate your support and encouragement as we move forward.

CALENDARS

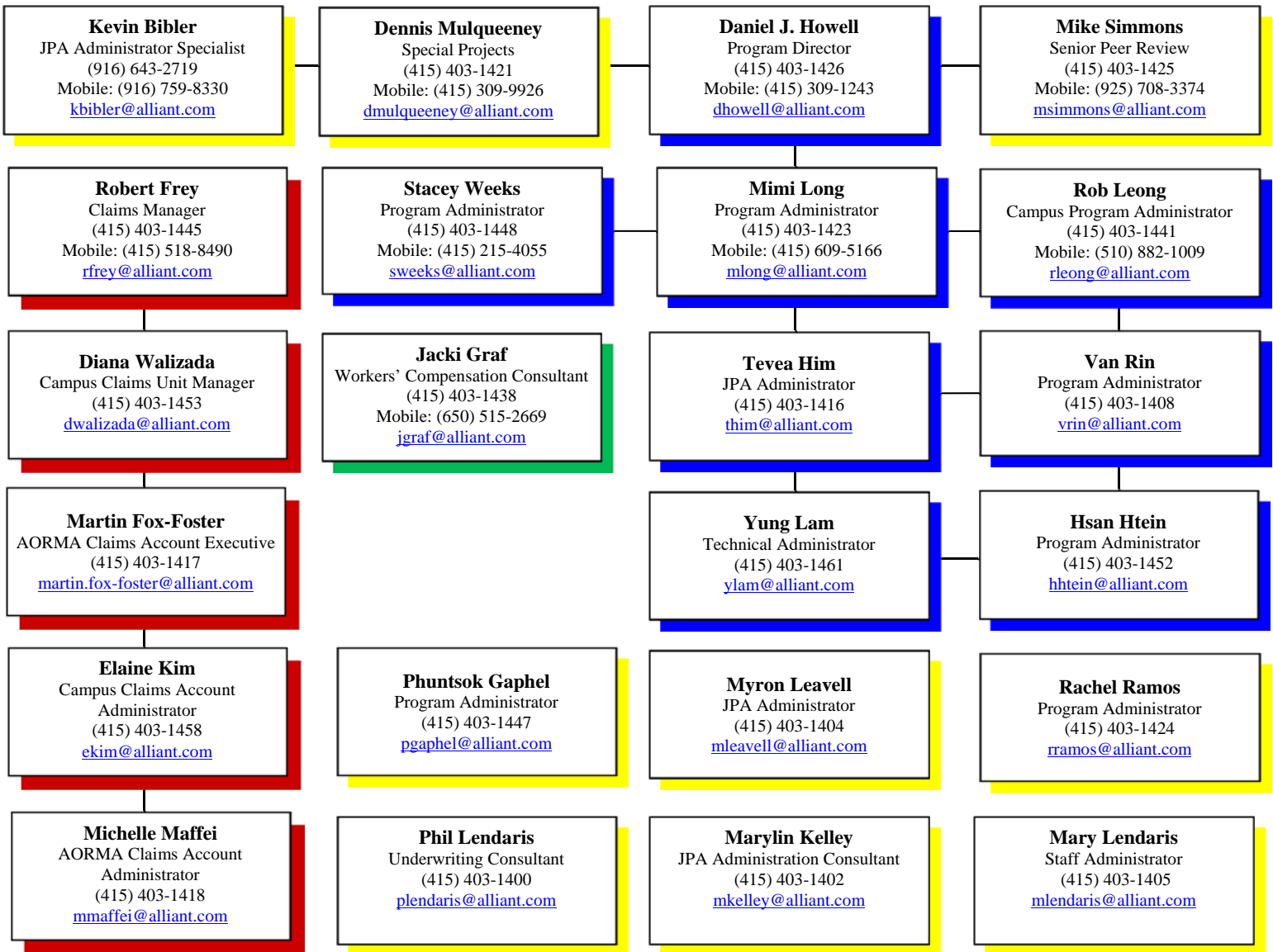
Meeting Calendar





An organization as complex as CSURMA requires regular meetings of its Board of Directors, the Executive Committee, AORMA Committee, AIME Committee, and a number of subcommittees and task groups who are focused on specific tasks and responsibilities. These meetings are important to ensure member needs are met, to communicate program development, and to provide reports to all members regarding status of the program's objectives. As a governmental entity, CSURMA's Campus programs and AORMA programs ascribe to the Bagley-Keane Open Meeting Law. A copy of the Meeting Calendars for 2015 and 2016 are included as Appendix B.

SUMMARY

We are excited to have the opportunity to work with dynamic, creative and forward thinking leaders who are willing to invest energy and resources that is essential for program success. We are extremely proud to be associated with CSU and its Auxiliary Organizations. We are committed to meet the current and future needs of CSURMA.

Appendix A – Alliant Team Organization Chart for CSURMA as of July 1, 2015



	CSURMA Core Service Team
	Claims Consulting
	Workers' Comp / Risk Analysis
	Special Projects / Peer review



Appendix B – CSURMA Meeting Calendar

2015 CSURMA MEETING CALENDAR

JANUARY, 2015		FEBRUARY, 2015		MARCH, 2015	
12	AIME: Northridge: 10:30 a.m.	8	EC: Pasadena: 3:00 p.m.	19	AORMA: Newport Beach: 10:00 a.m.
		8	MSLCTC: Pasadena: 4:30 p.m.	19	EC: Newport Beach: 2:30 p.m.
		8-11	AOA Conference: Pasadena	20	EC LRP: Newport Beach: 8:00 a.m.
		26	PC: Teleconference: 1:00 p.m.		
APRIL, 2015		MAY, 2015		JUNE, 2015	
20	MSLCTC: Teleconference: 10:00 a.m.	7	AORMA: Long Beach; 10:00 am	25	PC: Teleconference: 1:00 p.m.
23	BOD Orientation: Teleconference: 2:00 p.m.	8	EC: Long Beach: 8:00 am	29	MSLCTC: Teleconference: 10:00 a.m.
27	BOD: San Diego: 4:00 p.m.	14	BOD Orientation: Teleconference: 10:30 am		
28-29	Fitting the Pieces Conference: San Diego	18	AIME: TBD — 10:30 a.m.		
		27	AIME: Sacramento; 10:00 a.m.		
AORMA = Auxiliary Organizations Risk Management Alliance Committee		PC = AORMA Programs Committee		EC = CSURMA Executive Committee	
AOUIT = Auxiliary Organizations Unemployment Insurance Trust		AORMA LRP = AORMA Long Range Planning Meeting		EC LRP = EC Long Range Planning Meeting	
MSLCTC = AORMA Member Services, Loss Control & Training Committee		AOA = CSU Auxiliary Organizations Association		BOD = CSURMA Board of Directors	

Appendix B – CSURMA Meeting Calendar (cont'd)

2015 CSURMA MEETING CALENDAR

JULY, 2015		AUGUST, 2015		SEPTEMBER, 2015	
7-8	AORMA Officers Retreat, San Francisco			9	AORMA New Member Orientation: 9:00am
				9	AORMA LRP: Sacramento : 10:00 a.m.
				10	AORMA: Sacramento : 9:00 a.m.
				10	EC Orientation: Sacramento : 4:00 pm
				11	EC: Sacramento : 8:30 a.m.
OCTOBER, 2015		NOVEMBER, 2015		DECEMBER, 2015	
4	PC: Teleconference: 1:00 p.m.			3	AORMA: Long Beach: 10:00 a.m.
5	MSLCTC: Teleconference: 10:00 a.m.			4	EC: Long Beach: 8:30 a.m.
22	AORMA: Long Beach: 10:00 a.m.			10	PC: Teleconference: 1:00 p.m.
22	AIME: Long Beach: 10:30 a.m				
22	BOD Orientation: Teleconference: 2:00 p.m.				
23	EC: Long Beach: 9:00 a.m.				
23	BOD: Long Beach: 10:30 a.m.				
AORMA = Auxiliary Organizations Risk Management Alliance Committee		PC = AORMA Programs Committee		EC = CSURMA Executive Committee	
AOUIT = Auxiliary Organizations Unemployment Insurance Trust		AORMA LRP = AORMA Long Range Planning Meeting		EC LRP = EC Long Range Planning Meeting	
MSLCTC = AORMA Member Services, Loss Control & Training Committee		AOA = CSU Auxiliary Organizations Association		BOD = CSURMA Board of Directors	

Appendix B – CSURMA Meeting Calendar (cont'd)

2016 CSURMA • AORMA MEETING CALENDAR

JANUARY, 2016	FEBRUARY, 2016	MARCH, 2016
9 EC: Sacramento: 3:00 p.m. 10-13 AOA Conference: Sacramento 11 AIME: San Jose		10 AORMA: Long Beach: 10:00 a.m. 10 EC: Long Beach: 2:30 p.m. 11 EC LRP: Long Beach: 8:00 a.m.
APRIL, 2016	MAY, 2016	JUNE, 2016
	5 AORMA: Long Beach; 10:00 a.m. 5 BOD Orientation: 2:00 p.m. 6 EC: Long Beach: 9:00 a.m. 6 BOD: Long Beach: 10:30 a.m. TBD AIME: TBD	

AORMA = Auxiliary Organizations Risk Management Alliance Committee	PC = AORMA Programs Committee	EC = CSURMA Executive Committee
AOUIT = Auxiliary Organizations Unemployment Insurance Trust	AORMA LRP = AORMA Long Range Planning Meeting	EC LRP = EC Long Range Planning Meeting
MSLCTC = AORMA Member Services, Loss Control & Training Committee	AOA = CSU Auxiliary Organizations Association	BOD = CSURMA Board of Directors

Appendix B – CSURMA Meeting Calendar (cont'd)

2016 CSURMA • AORMA MEETING CALENDAR

JULY, 2016	AUGUST, 2016	SEPTEMBER, 2016
12-13 AORMA Officers Retreat, 11:00 a.m.		7 AORMA New Member Orientation: 7 AORMA LRP: TBD: 10:00 a.m. 8 AORMA: TBD: 9:00 a.m. 8 EC Orientation: TBD: 4:00 pm 9 EC: TBD: 8:30 a.m.
OCTOBER, 2016	NOVEMBER, 2016	DECEMBER, 2016
17 AIME: San Francisco 20 AORMA: Long Beach: 10:00 a.m.	TBD BOD Orientation: Teleconference: 2:00 p.m. TBD EC: TBD - FTPT Conference: TBD TBD BOD: TBD - FTPT Conference: TBD	1 AORMA: Long Beach:: 10:00 a.m. 2 EC: Long Beach: 8:30 a.m.
AORMA = Auxiliary Organizations Risk Management Alliance Committee	PC = AORMA Programs Committee	EC = CSURMA Executive Committee
AOUIT = Auxiliary Organizations Unemployment Insurance Trust	AORMA LRP = AORMA Long Range Planning Meeting	EC LRP = EC Long Range Planning Meeting
MSLCTC = AORMA Member Services, Loss Control & Training Committee	AOA = CSU Auxiliary Organizations Association	BOD = CSURMA Board of Directors

Appendix C – CSU and AORMA Member Listing

#	Location	Campus
1	Bakersfield	California State University, Bakersfield
2	Chancellor's Office	California State University, Chancellor's Office
3	Channel Islands	California State University, Channel Islands
4	Chico	California State University, Chico
5	Dominguez Hills	California State University, Dominguez Hills
6	East Bay	California State University, East Bay
7	Fresno	California State University, Fresno
8	Fullerton	California State University, Fullerton
9	Humboldt	Humboldt State University
10	Long Beach	California State University, Long Beach
11	Los Angeles	California State University, Los Angeles
12	Maritime Academy	California Maritime Academy
13	Monterey Bay	California State University, Monterey Bay
14	Northridge	California State University, Northridge
15	Pomona	California State Polytechnic University, Pomona
16	Sacramento	California State University, Sacramento
17	San Bernardino	California State University, San Bernardino
18	San Diego	San Diego State University
19	San Francisco	San Francisco State University
20	San Jose	San Jose State University
21	San Luis Obispo	California Polytechnic State University, San Luis Obispo
22	San Marcos	California State University, San Marcos
23	Sonoma	Sonoma State University
24	Stanislaus	California State University, Stanislaus

#	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
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

#	Campus	Auxiliary Organization
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
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

#	Campus	Auxiliary Organization
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
	N/A	Auxiliary Organization Associations
	N/A	Auxiliaries Multiple Employer VEBA

CALIFORNIA FAIR POLITICAL PRACTICES COMMISSION
STATEMENT OF ECONOMIC INTEREST (FORM 700)
ELECTRONIC FILING

ISSUE: The California Fair Political Practices Committee (FPPC) now supports efforts to move from a paper-based reporting system to a more transparent electronic system. At its meeting on September 11, 2015, the Executive Committee approved a contract with SouthTech Systems as the platform which will be utilized to electronically request, complete and file your Statement of Economic Interest (Form 700) with the California FPPC.

Grant Gyulnazaryan, the Vice President and Chief Financial Officer of SouthTech Systems will be at today's meeting to present the new procedures for filing your Statement of Economic Interest (Form 700) in 2016.

RECOMMENDATION: This item is presented for the Board's information. No action is requested for this item.

FISCAL IMPACT: None.

BACKGROUND: CSURMA's Conflict of Interest Code determines that the primary and alternate members of the Board of Directors manage public investments and therefore will be required to file a Statement of Economic Interest pursuant to California Government Code Section 87200.

PUBLICATION: Announcements will be emailed to all Board members informing them of the new filing procedures.

ATTACHMENT:

- a. SouthTech Systems overview.
- b. SouthTech Systems will provide an in-person presentation at today's meeting to explain the procedures for filing your Statement of Economic Interest (Form 700) in 2016.

Company Information:

SouthTech Systems is a e-Government software development and system integration firm headquartered in Riverside, California. We equip public agencies with products, services and enterprise solutions that automate manual processes and improve staff productivity.

SouthTech Systems pioneered the development of an automated Marriage License Issuance system. This system was purchased by the State of California and distributed for use to most California Counties. In addition to our Marriage License system, we developed and released the first Official Records Electronic Recording System in the nation, which allowed Title Companies and Mortgage Institutions to record real estate transactions with the County Recorder Offices electronically.

Over the last 13 years, SouthTech developed and has been improving a FPPC Form 700 Automation system called DisclosureDocs and eDisclosure. We pioneered this automation and created a one of a kind product that has changed the way California is handling the Form 700s. In partnership with Ventura County in 2002, we automated the management of these forms and as part of our drive to constantly improve our product, we partnered with Orange County in 2006 and developed a way for Filers to file and submit the forms electronically.

Our system was successfully used during a 3 year legislative pilot program by 4 of the 5 pilot organizations. Orange County, Ventura County, Santa Clara County and City of Long Beach used SouthTech's DisclosureDocs System, while the County of Los Angeles used a system developed in-house. Due to the overwhelming success of this pilot, it made electronic filing available for all California Filers using an approved software system.

Currently we have over 50,000 Filers the use our eDisclosure™ system to file and electronically submit their Form 700 to State Agencies, Counties, Cities and Special Districts.

GRANT GYULNAZARYAN

VICE PRESIDENT / CHIEF FINANCIAL OFFICER
MAJORITY SHAREHOLDER

Grant Gyulnazaryan has over 26 years of experience in software development working with State, County and City Agencies as well as Local Municipalities. As a Subject Matter Expert at SouthTech Systems, he has been instrumental in the development of the DisclosureDocs and CampaignDocs systems by working with regulatory agencies and customers such as Orange and Ventura Counties. He has also contributed in the development of cashiering, electronic document management, recording, licensing and registration, PBID election and accounting systems.

Mr. Gyulnazaryan majored in Applied Mathematics of the Yerevan State University of Armenia. He immigrated to the United States in 1992 where he continued applying his knowledge in computer science and software development.

Mr. Gyulnazaryan is the Vice President and Chief Financial Officer for SouthTech Systems, and has held a number of senior level positions prior to joining SouthTech Systems in 1998 as a majority shareholder.

ON-LINE EDUCATION MULTI-STATE SURETY INITIATIVE

ISSUE: California State University campuses offer online courses to students outside of California; i.e., distance learning. Because these educational tools have crossed state lines, an insurance bond is likely required by other state jurisdictions. The Executive Committee directed the Program Administrator to research the feasibility of securing a blanket bond covering all 23 campuses within the CSU.

RECOMMENDATION: Staff is continuing the research the feasibility of securing a blanket bond. No action is requested; this item is for information only.

FISCAL IMPACT: No fiscal impact is expected from today's meeting.

BACKGROUND: Bond requirements for distance learning programs vary by state.

PUBLICATION: None.

ATTACHMENT(S): None.

BENCHMARKING PROJECT STATUS

ISSUE: At their March 2015 long range planning meeting, the CSURMA Executive Committee determined that CSURMA should establish a regular practice of benchmarking CSURMA performance to internal and external standards. Towards that end, the following steps have been taken:

- CSURMA has joined the California Workers' Compensation Institute (CWCI), a statewide database on claims costs that will allow CSURMA to evaluate program performance for the campuses and auxiliary organizations.
- Chancellor's Office Systemwide Risk Management has begun process of developing standards for a balanced scorecard approach that includes liability, property, workers' compensation and AIME program benchmarks.
- Chancellor's Office Systemwide Risk Management is looking to develop data sharing protocols with other universities, starting with the University of California.

The first CWCI report is expected by January 2016. The CWCI report results will allow staff to identify performance measures.

RECOMMENDATION: No action is requested on this item at today's meeting.

FISCAL IMPACT: No cost is anticipated from action at today's meeting. CSURMA budgeted to join CWCI and a budget will be presented to the Executive Committee if the benchmarking project results in other costs.

BACKGROUND: None.

PUBLICATION: Benchmarking results are expected to be published regularly to the CABO group and various stakeholders in the CSU community.

ATTACHMENT(S): None.

INSURANCE POLICY DATABASE

ISSUE: At its March 2015 long range planning meeting, the CSURMA Executive Committee determined that CSURMA should establish a database of insurance policy records for the California State University and participating auxiliary organizations. Staff has been investigating products specifically designed for insurance policy management as well as the CSU Chancellor's Office software, Laserfiche.

Chancellor's Office and Program Administrator Staff have been reviewing the products available and it is expected that a recommendation will be presented to the CSURMA Executive Committee at their January 10, 2016 meeting.

RECOMMENDATION: No action is requested on this item at today's meeting.

FISCAL IMPACT: No cost is anticipated from action at today's meeting. A budget will be presented to the Executive Committee if a product is selected and recommended.

BACKGROUND: CSURMA purchases over 50 insurance policies per year and issues over 200 memoranda of coverage to the members. It is important that we are able to track and locate the coverage documents. Beyond document management, insurance industry vendors have developed products that can track insurer solvency, remaining limits and create graphical representations of insurance programs.

PUBLICATION: None.

ATTACHMENT(S):

- a. Sample marketing materials for insurance policy management products.


Risk managers have always turned to us with their hardest problems.


For more than 40 years, we've delivered creative, proven solutions.


You may not recognize our name, but Ventiv Technology became an independent company last year when Aon eSolutions became part of the strategic investment firm Symphony Technology Group (STG). Our name and ownership may have changed, but our unrelenting passion for inspired thinking and client success hasn't changed.


We understand that your job is more challenging than ever. More data. Increased business complexity. Greater security risks. Heightened expectations. Less time to respond, and with fewer resources.


There's never been a greater need for effective risk technology solutions. But how do you cut through all the clutter and find the right solution for your business? Start by considering the top factors your peers use when evaluating risk, insurance and safety software providers...

 **Control: *The buck stops here.*** Ventiv is the only independent software provider who owns and is responsible for our system, end-to-end. Other providers rely on 3rd party platforms and have limited control over development priorities, security or performance.

 **Independence: *Your interests come first.*** Ventiv is the only independent software provider with the ability to put your interests first and the resources required to continuously evolve our products to deliver mission critical capabilities that better meet your needs.

 **Purpose-Built: *Products designed to support how you work.*** Ventiv is the only provider with risk, insurance & safety products developed from the ground up using the latest technology, meeting your needs with integrated capabilities like data services and predictive analytics.

 **Support: *The ability to serve and grow with your business.*** Ventiv is the only software provider who includes 24 hour local support in the US, EMEA and Asia-Pacific. We also have dedicated account teams who know and care about your business needs, and not just our software.

 **Security: *Protect your data at all times.*** The average data breach cost \$3.5 million in 2013. Ventiv delivers our solutions via the industry's only fully owned and managed private cloud. Other providers put your data at risk by involving external fourth- and fifth-party vendors.

For the best information management solutions, risk managers turn to Ventiv Technology. But don't just take our word for it. Ventiv received ***Business Insurance magazine's 2015 Innovation Award*** for its Combined Corporate & Captive Risk Management Solution. It exemplifies our ability to solve critical client problems by combining our proven technology with our deep industry experience.

We've done it again this year

Redesigned for 2015, our most advanced version ever of RiskConsole lets you take control of your risk, safety and insurance management programs. Key enhancements include:



CUSTOMIZABLE DASHBOARDS

Easy-to-use widgets let you choose from numerous key-performance statistics and indices to build the exact dashboards you need.



EMPOWERED SELF-SERVICE

Client administrators can add new fields and objects and design and modify screens. Everyday users can be presented tailored screen views.



POWERFUL GEOGRAPHICAL ANALYTICS

New analytic tools and data sources, including flood zones, improve ability to allocate loss-control resources, validate exposures and drive down premiums.



INTEGRATED SAFETY MANAGEMENT

Track and evaluate pre-loss activities (safety meetings, surveys, audits, preventive measures) and link them directly to your loss experience.



DYNAMIC DATA INTAKE

Capture complete, accurate information from the field with our new "Flexible Forms" tool: from incidents and claims to safety audits and surveys.



VISUAL POLICY MANAGEMENT

Analyze program coverage, spot coverage gaps, and view placements by insurer with our redesigned policy module and built-in mud-map report tool.

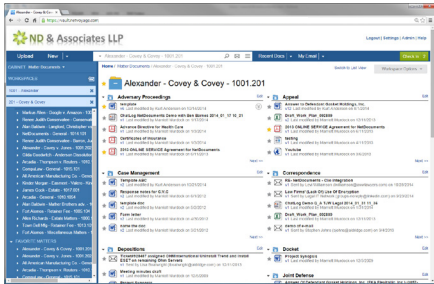
Benefit from our experience. Check out our library of client success stories, ebooks, market research and product resources.

Visit ventivtech.com/resources

Problem ► Solved



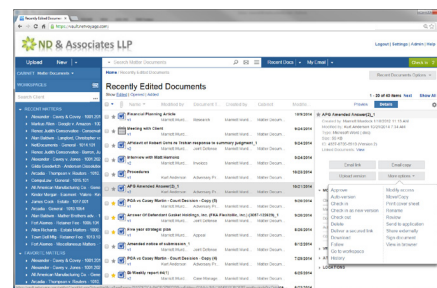
NetDocuments Features List



MATTER CENTRIC WORKSPACES

- 1. Auto creation of workspaces based on predefined templates:** Client, project or matter-centricity is at the core of NetDocuments, aggregating all content related to a client/project/matter and displaying on a single summary or list view page. Additionally, workspace templates can be created depending on different practice areas or workspaces that require a different display of data.
- 2. Personalized lists of ‘favorite matters’ and ‘recent matters’:** Each user can define shortcuts to workspaces, documents, or folders by tagging them as favorites simply by clicking the star next to the item. Once they have been defined as a favorite, they will populate on the user’s home page and subsequently be quickly accessed on the left navigation pane. The recent client/matter/project list will also populate on the left navigation pane and in Outlook if EMS folders are installed.
- 3. Workspace selector to quickly find and access any matter workspace:** The search bar on the left navigation pane allows for a predictive search for workspaces by typing in the beginning letters of the name or by accessing the full pick list of options.
- 4. Automatic organization of documents in workspaces based on document type:** The workspaces will be automatically organized based on document type filters (containers that function like a dynamic folder, capable of filing to or tagging to). These can be thought of as sub-folders within the workspace.
- 5. Save documents to workspaces with dynamic filters or folders in a workspace:** The workspace is organized by document type filters, but you can also create temporary folders within the workspace as well. Folders are irrespective of metadata profile tags.

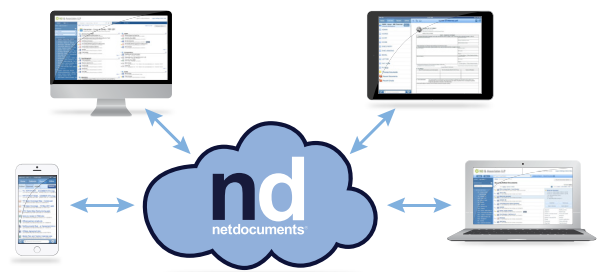
- 6. Easy external document sharing tool on workspaces (ShareSpaces):** The ShareSpace is a secure container used to share and collaborate on documents with people who are not internal or external users of your cabinet. You can also share the ShareSpace with cabinet users if you choose. A ShareSpace allows for ongoing collaboration among users on documents without creating multiple copies as you do when using email.
- 7. Easy to create folders/subfolders on workspaces:** A folder is a holding place for documents, regardless of filter or metadata tags. The profiled documents within a folder will not lose attributes and can still be accessed through advanced searches.
- 8. View other web site sources within a workspace:** A website view can be embedded into the workspace, and displays similar to a profile attribute on the workspace.
- 9. Apply litigation hold to a matter workspace:** Documents subject to litigation holds cannot have their profiles edited, cannot have the content of existing versions edited, and cannot be deleted.



GENERAL APPLICATION FEATURES

- 1. Access rights/ethical walls:** Define user permission to cabinets, folders, workspaces, and documents. Rights can be defined on a per user bases, by user group, or be tied to the metadata profile fields with profile-based security. Set user privileges to be a view (V), edit (E), share (S), administrator (A), or no access.
- 2. User-defined home page:** When clicking the star icon next to a document name, folder, or workspace, a shortcut of that item is put on your Home Page for quick access. You can also create personalized sections for smarter organization.

3. **Recent documents page with three tabs – recently opened, recently edited, and recently added:** This drop down tab is accessible from anywhere in the service and lists the 40 most recent document for each category that the user interacted with.
4. **Drag and drop in the browser:** You can drag and drop a document from your desktop into a folder in ND, or into the upload box to be profiled.
5. **Customizable right-click menu:** User-customized right-click menu to have specific document options available to the individual with a single click.
6. **Unlimited versions:** Users can create unlimited versions of a document. *Note: Only the ‘Official version’ of the document will be searchable.
7. **Optional auto versioning:** Whenever automatic versioning is enabled, a new version is created automatically whenever a different person edits a document.
8. **Lock versions:** Keeps the version from being altered. You can also include a description when you lock a version. You cannot unlock or delete a locked version. Administrators of the repository are the only ones who can delete a locked version.
9. **Online editing:** Users have the option to edit their documents using Microsoft OneDrive (personal edition) by right clicking a document in a list view. Edits are saved automatically in real time as the document is being worked on.
10. **Link/relate documents:** By linking two or more documents together, a hyperlink to the full list of related documents is viewable on the Details pane that will direct the user to all of the linked documents
11. **Automated login:** Administrators may configure automated login with Microsoft’s Active Directory for full user management, SAML 2.0, or digital certificates.
12. **User activity reporting:** The Consolidated Activity Log will deliver a date range report to the Admin to show when documents have been opened, viewed, or saved, including IP address. This information is then e-mailed in a format that will allow it to be easily imported into database software such as SQL Server, Access, or Excel.
13. **Document history/audit trail:** Automatic document audit trails record activity at a document level showing individuals activities relating to a document in an unalterable, printable, downloadable file. Activities on each individual document include edits, access list changes, profile changes, renaming, deletions, printing, versioning, sharing, editing, viewing, and copying.
14. **Retention policies and purging:** Repository administrators can define policies based on defined metadata criteria to initiate a retention policy. When a policy comes due, the repository administrators are notified of a list of documents that meet the retention criteria, allowing for further action of deleting, archiving to WORM storage, or other possible actions.
15. **Multiple import and export options:** Documents enter NetDocuments through a number of ways, including: REST APIs, the upload button in the interface, ndOffice MS Office integrations, Mass Import Utility, Folder Import Utility, Adobe integrations, email documents, Email Management Service (EMS), AutoImport, or direct scanning to folders, workspaces, or via third-party integrations such as Accuroute, ScanSnap plugin, and Airmail2.
16. **Email link or copy of document:** The email link feature sends a link to the document that can be accessed by NetDocuments users with the appropriate rights. The email copy will send an attachment to the document to outside recipients.
17. **Versions can be different file types:** The ‘upload a new version’ option allows for adding documents as additional versions of a previous document, regardless of file type.
18. **MS Office integration:** Embedded application integrations with MS Office 2010 and 2013. Open, edit, save, tag, file, and control versions without leaving MS Office. Previous MS Office integrations allow for customized save as dialogues.



EXTERNAL COLLABORATION

1. **Secure document delivery:** Share documents with a public and optional password protected URL. This easy one-off collaboration tool also allows for link expiration, original document version locking, and the ability to allow/restrict download rights.

- 2. Global sharing with access rights:** Extranet capabilities allow customers to create separate cabinets for sharing with external users, enabling the full functionality of the software with third parties who are not NetDocuments subscribers.
- 3. Global directory/password management:** Direct integration with Active Directory for single sign-on and user administration of security rights provisioning.
- 4. Extranet “Home” page:** Customize the sections and items placed on an extranet cabinet homepage. Similar to an individual’s homepage, the cabinet homepage can be customized for all those who have access to it.
- 5. Extranet branding:** Company logo can be inserted to a ShareSpace, Cabinet, and Repository.
- 6. Sharespaces – quick and easy external collaboration space:** A ShareSpace can be set up in a workspace or folder and shared externally with anyone by sending out a link or creating the individual as a ShareSpace user based on their email address. There are an unlimited number of members allowed within a ShareSpace and no limit to the number of ShareSpaces that can be created. ShareSpaces are designed to share a low volume of documents to ensure a high level of performance.
- 7. Email notifications and automatic alerts:** By following a ShareSpace, folder, or document, you can sign up to receive email notifications or an RSS feed when users edit contents, or add documents.
- 8. Document approvals:** Individual approval that applies digital and graphical representation and approval stamp. The approval stamp records name, current date, time and the individuals who approved the document in its current state. Approving a document does not lock the document from editing by others with edit rights. If the document is edited by you or anyone else after you or others approve it, all approvals will be rescinded automatically, but all approvals are permanently recorded in the history log.
- 9. Threaded discussions:** A threaded discussion can be initiated, profiled, and searchable within NetDocuments. They are treated just like a document within NetDocuments and can be accessed by anyone with access rights. By ‘following’ the discussion, you will be alerted of new comments.
- 10. Concurrency control for collaboration with internal and external users:** Documents are automatically checked out and locked for editing when an individual with edit rights clicks on a document either from the web interface or ndOffice MS Office integrations. While

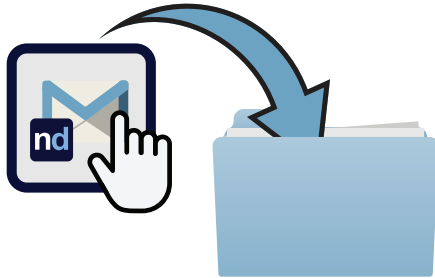
check out, other users with access to the document can open and view the document, but cannot make edits until the document is closed and checked-in by the original person who check it out. Administrative override is available to reset the document status.



SEARCH

- 1. Simple search box on every page (searches both metadata and full text):** This can be accessed from anywhere in the service. Googlesque searching.
- 2. Advanced search page:** Access all accessible search fields, including all customized metadata, created by, date, range, doc ID, as well as file extension type.
- 3. Phrase and proximity searching:** Search specific phrases in quotations, or words within a certain distance of other word.
- 4. Find similar:** (conceptual searching for similar documents)
- 5. Alternate word forms:** This feature finds plural forms of a word. It may not include all variations of every word.
- 6. Support for 40+ foreign languages**
- 7. Special email search page:** The envelope icon next to the simple search bar is for searching .msg emails only. This functionality is also available from the Advanced Search Page.
- 8. Filter results by a number of different categories and topics, as well as configurable profile attributes:** Drill further into search results based on topics, names, people, companies, email, and custom metadata fields the search engine extrapolates when executing a search.
- 9. Built-in document viewer that highlights search results:** You can toggle between the document details and the actual document itself in the preview mode. This allows full view of the document without having to download.

10. **Snippets on search results page:** Similar to Google, the snippets will provide portions of the document text returned in search results, highlighting the inline text.
11. **Special email search dialogue and lists**



EMAIL MANAGEMENT SERVICE

1. **Drag and drop to matter folders:** Simply choose the email you wish to file in NetDocuments, and drag it into an Outlook folder that sync with the workspace or folder designated in the repository.
2. **Alternative way to profile emails in Outlook (EMS profiler tool bar):** Instead of dragging emails into folders, a profiler can be installed in Outlook to manually apply profile values to an email.
3. **Suggestive profiling with EMS Profiler tool bar:** After an email has been profiled once, subsequent correspondence from the same recipient will be recognized and auto-filled by the profiler. These values can be manually changed if necessary.
4. **Send and file functionality with suggestive filing:** When sending an email, you can also profile the sent email into the repository, and the email address is sticky as well, and will be auto-filled with the last known location.
5. **Attach copy of a document to an email:** From Outlook, you can reach into the repository to attach documents.

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DEVELOPMENT OF FINE ARTS, ARCHIVES AND ARTIFACTS PROGRAM

ISSUE: At the September 11, 2015 meeting, the Executive Committee approved the addition of the Fine Arts, Archives and Artifacts sub-program to the Property Program. CSU has had a history of usually self-insuring personal property (i.e. building contents). Campuses have added “fine arts” coverage when required by exhibition loan agreements, and certain collections have been specifically insured. The fall 2015 launch of the New University Museum at San Francisco State University has highlighted the need for CSU to evaluate how it protects its fine arts, archives and artifacts. With the support of the CSU Systemwide Office of Risk Management, an interdisciplinary working group at SFSU has met with the Program Administrator to create an insurance program with the following features:

- Broad coverage, including earthquake and water Damage
- Very low deductible (target of \$10,000 or less)
- Automatic coverage for incoming and outgoing exhibitions
- Reduce campus administrative costs of processing ad hoc insurance placements for temporary exhibitions
- Cost neutral to campus colleges and departments

The program is being called the “Fine Arts, Archives and Artifacts Program” (FAAAP). For purposes of administration and accounting, FAAAP would be classified by CSURMA as a sub-program of the Property Insurance Program, similar to the treatment of the Fidelity Insurance Program.

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

FISCAL IMPACT: The cost of the FAAAP is included in the budgeted rates for FY 2016-17. The program costs for FY 2015-16 will be paid by the campuses or from Property Insurance Program reserves, at the direction of the Treasurer and Secretary-Auditor.

BACKGROUND: Please refer to the attached presentation and announcement letter.

PUBLICATION: Development of the program will be communicated to the CABO Group and Campus Risk Managers as well as via the CSURMA web site.

ATTACHMENT(S):

- a. FAAAP Program Presentation to SFSU - August 12, 2015
- b. SFSU announcement letter – September 25, 2015

San Francisco State University
FINE ARTS PROGRAM

Introductory Session
August 12th, 2015

Agenda

- Introductions
 - Grace Crickette
 - Edward Luby
 - Daniel Bernardi
- How CSU Approaches Risk and Insurance - Dan Howell & Rob Leong
 - History and Overview of CSURMA, AORMA, its programs etc.
 - Alliant and RK Harrison Fine Arts Teams
 - How CSURMA currently insures Fine Art
 - Comparing current insurance with a True Fine Arts Program
- Fine Art Insurance - Filippo Guerrini-Maraldi and P.J. Skarlanic
- Next Steps
 - What will help the Risk Management Team and Insurance in covering our collections?
 - What kinds of inventory lists are needed, focusing on the broad scope of collections?
 - Second Meeting on August 18: Strength in Numbers--Learning More about all campus collections

SFSU STRATEGIC PLAN



Community



Courage



Resilience



Life of the Mind

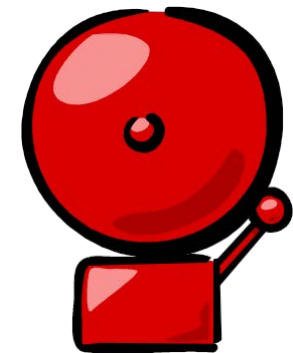


Equity

**We Make
Risk Knowledge
Happen
So that the
Fine Arts
Appreciation
will
HAPPEN**

Loss Prevention / Best Practices

1. Reviewing and updating insurance limits
2. Competent Packers / Shippers
3. Condition Reporting
4. Loan Agreements
5. Inventory/Backup of Records
6. Good Housekeeping/Landscaping
7. Light exposures / Humidity Control
8. Fire and Burglar Alarm Systems
9. Managing Patrons

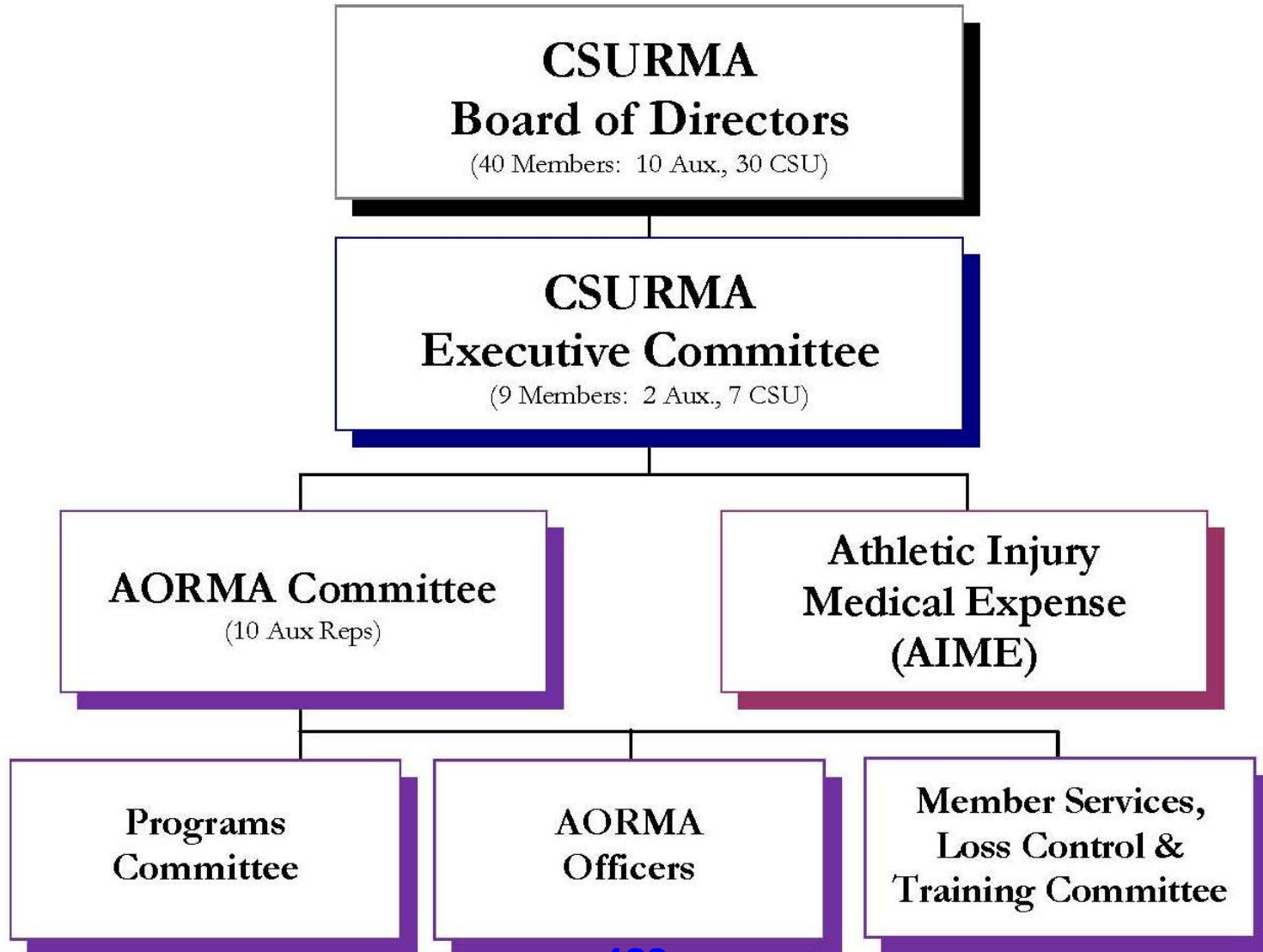


Mission Statement

The California State University Risk Management Authority (CSURMA) is a joint power authority composed of CSU and its Auxiliary Organizations joined to protect member resources by providing broad coverage and quality risk management services that stabilize risk cost in a reliable, economical and beneficial manner.

- ✓ **Broad Coverage**
- ✓ **Quality Risk Management Services**
- ✓ **Stabilize Risk Cost**

Governance & Committees



Program Administrators



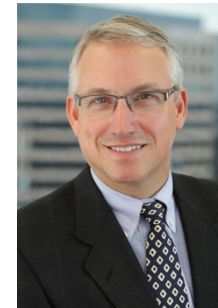
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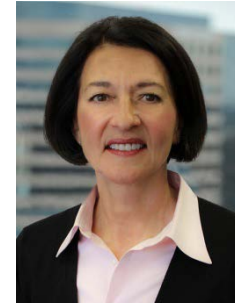
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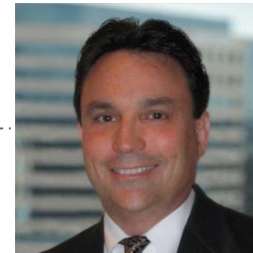
Stacey Weeks
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(415) 403-1448
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Fine Arts Brokerage Team

Alliant *Your Local Team*



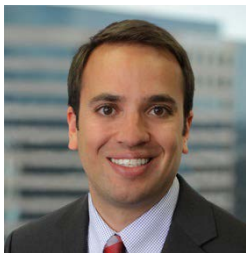
P.J. Skarlanic
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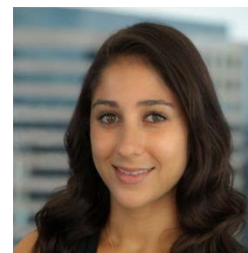
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RKH
Group

London Partners



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David Fisher
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David.Fisher@rkhis.com

- **University of California**
- **Fine Arts Museums of San Francisco**
 - **de Young**
 - **Legion of Honor**
- **Asian Art Museum**
- **Exploratorium**
- **California Academy of Sciences**
- **Municipalities around the country, and their public works on display**
- **Various Collections in Libraries, Airports and Civic Buildings**

How does CSURMA/AORMA currently insure Fine Arts and Specie?

Inland Marine Program

- \$1,000 Deductible
- Earthquake EXCLUDED
- Flood EXCLUDED
- Breakage EXCLUDED (unless caused by an insured peril)
- Employee Theft EXCLUDED
- All loaned artworks must be reported quarterly, with additional premium

Property Insurance Program

- \$100K - \$1MM Deductible
- Earthquake EXCLUDED
- Employee Theft EXCLUDED
- \$2.5MM Limit for Unscheduled Fine Art
- Limited to United States
- Loss Adjustment directed by Property insurer

Fine Arts Program



- Earthquake Coverage INCLUDED
- Flood Coverage INCLUDED
- Little to No deductible
- Tailored coverage form, can include losses arising from aridity, humidity, exposure to light and extreme temperatures, employee theft, mysterious or unexplained loss for scheduled items, etc.
- Coverage Extends to Inward and Outward Loans
- Guaranteed Capacity for Exhibitions
- Worldwide Coverage
- Specialty Brokerage and Insurance Company Personnel
- Access to services (i.e., lender agreement review, appraisals)
- Claim Settlement – A more focused/knowledgeable approach
- Promotes heightened awareness and understanding of collections
- More attractive to lenders

SUPPORTS CSU MISSION

- To advance and EXTEND KNOWLEDGE, learning, and **CULTURE**, especially throughout California.
- To provide opportunities for individuals to **DEVELOP INTELLECTUALLY**, personally, and professionally.
- To prepare significant numbers of educated, responsible people to contribute to California's schools, economy, **CULTURE, AND FUTURE**.
- To encourage and provide access to an excellent education to all who are prepared for and wish to participate in **COLLEGIATE STUDY**.
- To offer undergraduate and graduate instruction leading to bachelor's and higher degrees in the **LIBERAL ARTS** and sciences, the applied fields, and the professions, including the doctoral degree when authorized.
- To prepare students for an **INTERNATIONAL, MULTI-CULTURAL SOCIETY**.
- To provide public services that **ENRICH THE UNIVERSITY AND ITS COMMUNITIES**.

Collection of Data

- **Title of Artwork**
 - **Lender contact information if applicable**
 - **Country of Origin**
 - **Year created**
 - **Medium**
 - **Dimensions**
 - **Image if available**
- **Value**
 - **Secondary Information**
 - **Shipping and Packing Detail**
 - **Special Requirements from Lenders**

Title of Artwork	Thumbnail	Lender information if applicable	Country of Origin	Year Created	Medium	Dimensions	Value
<i>Self-Portrait</i>		The P.J. Skarlanic Foundation 100 Pine St. 11th Floor San Francisco, CA 94111	United States	2015	pencil sketch on paper	16" x 18"	\$ 12,500,000
<i>Alliant 9 Ways</i>		The Daniel Howell Foundation 100 Pine St. 11th Floor San Francisco, CA 94111	United States	2015	Oil on Canvas	36" x 12" x 2"	\$ 3,000,000
						TOTAL	\$15,500,000

Thank You!

Questions? *Please contact your Program Administrators:*

Daniel Howell, Program Director
415-403-1426 dhowell@alliant.com

P.J. Skarlanic, Fine Arts Team Lead
415-403-1455 pskarlanic@alliant.com

Rob Leong, Campus Programs
415-403-1441 rleong@alliant.com



Or, your friendly Systemwide Risk Management professional:

Zachary Gifford, Director Systemwide Risk Management
562-951-4568 zgifford@calstate.edu

Next Steps





September 25, 2015

Dear Robert Ramirez,

Arts, artifacts and archives enrich the learning experience for our students and are an essential resource supporting the mission of the University as it serves the students and wider community. We may take for granted that we will have access to the array of resources available. Maintaining our resources implies that we have a process to protect them and repair or replace them if they are damaged or lost. Currently the University manages the risk to varying degrees and has very little funding, insurance or otherwise, to repair or replace damaged or lost objects.

Academic Affairs is working with CSU leadership in creating a CSU Systemwide risk management and insurance program to protect our collective Art, Artifacts and Archives - the AAA Program. Our first step is to obtain a high level inventory of our collections so that we can obtain insurance. By redesigning our insurance programs, we can launch an AAA insurance program with the following features:

- Provide funding to repair and replace damage or loss to our collections, including loss caused by earthquake or water damage
- Low deductible paid by the University
- Include coverage for incoming loans and exhibitions
- The AAA program will be cost neutral and not result in additional cost to the departments and colleges

This AAA Program will replace existing self-insurance and insurance programs and also facilitate exhibitions, lending and borrowing of AAA materials. Additionally, we anticipate that the AAA Program will make the University a more desirable partner for loans and donations of AAA materials.

If you are a curator or faculty member responsible for AAA please e-mail existing documentation (lists and inventories) to the ERM department at amarica@sfsu.edu, by October 12, 2015. A high level inventory is simply available information on collections in whatever format that currently exists. If you have individual items that have a value over \$100,000, please call Ed Luby, Director of Museum Studies Program at 415-338-3163 for further instruction.

If you have any questions about submitting documentation please call or e-mail Aimee Arica at amarica@sfsu.edu or call the ERM office at 415-338-7191, or general questions about the AAA Program please contact Ed Luby, Director of Museum Studies Program at emluby@sfsu.edu, 415-338-3163.

Over time we will work with curators to improve inventory controls, loss prevention and risk reduction efforts, so that the University may bring our AAA to the community for generations to come.

Sincerely,



Ron Cortez
Vice President & CFO
Administration & Finance

cc: Les Wong, President
Sue Rosser, Provost & Vice President, Academic Affairs
Jay Orendorff, Executive Director, Budget Administration & Operations
Aimee Arica, Risk Management Coordinator, Budget Administration & Operations
Edward Luby, Director of Museum Studies Program

STUDENT PLACEMENT AGREEMENTS

ISSUE: The CSURMA Executive Committee adopted a Long Range Planning item that directs staff to develop more master agreements with student practicum hosting partners. A recent serious injury to a student teacher (non-CSU related) at a San Mateo County Schools Insurance Group insured school led to a movement by three large schools JPA's to bar any student placements not including workers' compensation coverage provided by a university of the placed students. The draft agreement being directed to numerous school districts was clearly unacceptable to CSU. To prevent adoption of an unacceptable agreement, Zachary Gifford and Daniel Howell met with leadership of the three JPA's to agree on language that could be acceptable to school district insurers and the CSU. The sample agreements have been finalized and are attached. It is expected that large school JPA's throughout the state will be adopting the samples as their baseline for student teaching placements.

The CSU Systemwide Office of Risk Management will work with risk management and procurement professionals to communicate the approved language. Campuses and school districts are allowed to alter the terms of the sample agreements; however, modification of the insurance and indemnity terms should not be made without discussion with University Counsel and the Systemwide Office of Risk Management.

RECOMMENDATION: No action is required on this item at today's meeting.

FISCAL IMPACT: No direct fiscal impact is expected from this item.

BACKGROUND: CSU has a practice of accepting Workers' Compensation exposure for teaching, nursing and allied health placements as necessary, and the claims history for this exposure has been good over the years. Staff continues to believe service learning placements would not be considered subject to Workers' Compensation. Therefore, CSU may continue to promote service learning placements that do not burden the University with Workers' Compensation.

Staff has identified over 130 different entities, mostly Cities, Counties, School Districts and Hospitals that CSURMA could target for master insurance and indemnity agreements.

PUBLICATION: The Sample Agreements will be communicated to CSU's risk management and procurement professionals as well as University Counsel.

ATTACHMENT(S):

- a. MOU – For Employment of University Students Who Have an Intern Credential
- b. MOU – To Provide Unpaid Internship Placements to University Students
- c. MOU – To Provide Student Teacher Placements to University Students

California State University

Memorandum of Understanding and Agreement For the Employment of University Students Who Have an Intern Credential

This agreement is between the _____ School District (“District”) and the California State University (“University”), who may be referred to collectively as the parties. This Agreement describes and confirms the expectations and responsibilities of the Parties regarding the Internship Program through which University students who hold an intern credential from the California Commission on Teacher Credentialing (“Paid Interns”) will gain experience in the public school setting. This agreement does not apply to unpaid service learning placements for uncredentialed University-enrolled students, or to student teacher placements that are part of a credentialing program.

RECITALS

University operates a program for the education and training of candidates pursuing a California Preliminary Education Specialist (Mild/Moderate and Moderate/Severe) Teaching Credential and Preliminary Multiple Subject Teaching Credential and/or Single Subject Teaching Credential with English Learner Authorization (ELA) and is accredited by the California Commission on Teacher Credentialing (CTC) with approval to offer intern options in these programs.

The District is authorized under Education Code 44320 et seq., to cooperate with institutions of higher education in providing training and experience to credential candidates who hold an intern credential (“Paid Intern”).

One or more District employees who are credentialed, experienced faculty members at a District high school, middle school, or elementary school have agreed to be responsible for a class or classes assigned to a credential candidate, and may be referred to below as cooperating teachers.

University employs one or more experienced credentialed teachers, administrators, or doctoral candidates who have agreed to provide direct classroom supervision and support to credential candidates and cooperating teachers. Such individuals may be referred to below as university supervisors.

TERM OF THE AGREEMENT

This Agreement shall remain in effect for a term of ___ years beginning _____ and ending _____, unless terminated sooner. Either party may terminate this Agreement on 30 days’ written notice to the other party; provided, however, that credential candidates shall be allowed to conclude any ongoing assignments. Performance under this Agreement shall be reviewed annually, and the parties may agree to annual extensions after expiration of the initial term.

CTC REQUIREMENTS FOR SUPPORT AND SUPERVISION OF INTERN TEACHERS

In 2013, the California Commission on Teacher Credentialing (CTC) adopted policies that specify the number of hours of general support and supervision, as well as additional specific English learner support and supervision, which must be provided to Paid Interns. The regulations

(California Education Code §44321; 5 Cal. Code Reg. § 80033) were approved and made part of law effective 2014.

Under the newly approved regulations, the University and District must ensure:

- A minimum of 144 hours per year (**72 hours per semester**) of support/mentoring and supervision must be provided to each Paid Intern including coaching, modeling, and demonstrating within the classroom, assistance with course planning and problem-solving regarding students, curriculum, and development of effective teaching methodologies.
- **A minimum of two hours of support/mentoring and supervision must be provided to an intern teacher every five instructional days.**
- The District must identify a mentor or other designated individual who meets the Commission's specified criteria prior to a Paid Intern assuming daily teaching responsibilities.
- An additional 45 hours per year (**23 hours per semester**) of support/mentoring and supervision specific to meeting the needs of English learners is required for a Paid Intern who enters the program without a valid English learner authorization listed on a previously issued Multiple Subject, Single Subject, or Education Specialist Teaching Credential or a valid English Learner Authorization or Crosscultural, Language and Academic Development (CLAD) Certificate. The additional hours of support can be provided by the credential program and/or the district employed mentor. The individual(s) providing this support must hold a valid California Teaching Credential with a valid English Learner Authorization or Crosscultural Language and Academic Development (CLAD) Certificate.

DISTRICT AND SCHOOL ADMINISTRATOR RESPONSIBILITIES

1. Prior to the Paid Intern's first day as teacher of record, provide each Paid Intern with a certified, experienced district-employed mentor/liaison who will work collaboratively with the University Supervisor to support the Paid Intern in achieving competency in the Teaching Performance Expectations. District will provide documentation of appropriate credentialing of district-employed supervisor as needed.
2. Identify a District-employed supervisor who serves as an evaluator for the Paid Intern.
3. Provide new teacher orientation, on-going support and other clinical/professional experiences for Paid Interns teaching in the District's schools under the supervision of a district-employed mentor/liaison.
4. Provide release time for participation in district group/regional group meetings and professional development activities including time to observe other exemplar teachers teaching in their classrooms.
5. District will immediately notify University if the District has knowledge of or suspects any professional or ethical violations by a Paid Intern. University will cooperate with District in any investigation concerning the reported violation.
6. District will instruct intern in school policies regarding child abuse reporting, sexual harassment and professional conduct.

UNIVERSITY DUTIES

1. University will work collaboratively with the District's HR department, school site administration, and staff in the assignment of the intern.
2. University will guarantee that Paid Interns have met California Commission for Teacher Credentialing (CTC) requirements for an intern credential (Certificate of Clearance, CBEST, subject matter competence, negative tuberculosis test, U.S. Constitution) and University requirements (satisfactory completion of course work that meets the CTC pre-service requirement, satisfactory completion of one standard student teaching placement, a copy of the district offer of employment) prior to recommending the candidate for an intern credential.
3. University will confer regularly with District and site administration and district-employed mentor/liaison through meetings, telephone calls, and/or e-mail.
4. University will immediately notify appropriate District and site administration if University administration has knowledge of or suspects any professional or ethical violations by a Paid Intern in the school. District will cooperate with University in any investigation concerning the reported violation.
5. University will guarantee that the Paid Intern and university supervisors have appropriate TB and fingerprinting clearance.
6. University will instruct Paid Interns in state laws regarding child abuse reporting, sexual harassment and professional conduct.
7. University supervisors will conduct systematic and regular observations of Paid Interns' performances in the District's classrooms.
8. University supervisors will confer regularly with district-employed mentor/liaison and with the site administration through meetings, telephone calls, and/or e-mail.

UNIVERSITY SUPERVISOR AND DISTRICT-EMPLOYED MENTOR/LIAISON RESPONSIBILITIES

1. Collaborate to ensure that the Paid Intern receives a minimum of two hours of support/mentoring and supervision every five instructional days.
2. Collaborate to ensure that the Paid Intern receives specific support and supervision in addressing the needs of English Language Learners.
3. Use the list of activities that satisfy CTC support and supervision requirements to assist the Paid Intern in identifying and participating in a broad range of experiences to support his/her growth as a teacher.
4. Assist the Paid Intern in creating networks with faculty, staff, and administrators who can provide additional support.

PAID INTERN RESPONSIBILITIES

1. Document required hours weekly using the University *Intern Support and Supervision Record*.
2. Review the *Intern Support and Supervision Record* with both the University Supervisor and District-employed mentor/liaison to ensure that he/she is receiving the required support/mentoring and supervision.
3. Submit signed *Record* at the end of each month to the University.

DISTRICT DISCRETION

It is at the sole discretion of the District to hire a University candidate for a Paid Intern position and to terminate the assignment in accordance with District policies and procedures. The District will notify the University of any review that could result in termination. The University will notify the CTC to withdraw the intern credential of a Paid Intern who is terminated by the District.

LIABILITY INSURANCE & WORKERS' COMPENSATION

The University shall take out and maintain a "claims-made" policy of general liability and professional liability insurance (including personal injury with limits not less than \$1 million per loss and damage to property of others up to \$5,000 per incident), with extended reporting period of three (3) years, covering Paid Interns, and naming District as an additional named insured under such insurance policy or policies. Further, University agrees to maintain professional and comprehensive general liability insurance with no exclusion for molestation or abuse at a minimum of Five Million Dollars (\$5,000,000) per occurrence and Twenty Million Dollars (\$20,000,000) in aggregate throughout the course of this Agreement.

Further, University shall provide written notice that should any of the above described policies be cancelled before the expiration thereof, notice will be delivered in accordance with the policy provisions. University also agrees to maintain statutory Workers' Compensation coverage on any individuals considered as employees of University and instructors working at District pursuant to this Agreement at all times during the course of this Agreement.

University shall provide certificates evidencing all coverage referred to in this Section within thirty (30) days of execution of this Agreement and thereafter, on an annual basis. If the coverage is on a claims-made basis, University hereby agrees that not less than thirty (30) days prior to the effective date of termination of University's current insurance coverage or termination of this Agreement, University shall either purchase three (3) year tail coverage per claim or provide proof of continuous coverage in the above stated amounts for all claims arising out of incidents occurring prior to termination of University's current coverage or prior to termination of this Agreement, as applicable, and provide District a certificate of insurance evidencing such coverage.

The University is permissibly self-insured through the State of California for automobile liability.

The District shall maintain automobile liability, general liability, workers' compensation and errors and omissions liability coverages for themselves and their respective employees. Errors or omissions liability coverage shall include coverage for negligence relating to alleged sexual misconduct and shall be on an occurrence basis. Automobile liability coverage must apply to owned, non-owned and hired automobiles. The required coverage may be provided by way of adequately documented individual or pooled self-insurance.

The District shall be named as an additional insured or covered party on the liability coverages maintained by the University, and such coverages shall be primary to any coverages maintained

by the District. Limits of liability for each type of liability coverage shall be at least \$1 million per claim per occurrence/ \$2 million aggregate.

District shall maintain workers' compensation coverage applicable to its employees, including Paid Interns.

INDEMNIFICATION

University shall defend, indemnify and hold District and its officials, employees and agents, harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damages arising out of the performance of this Agreement, but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of University, its officials, agents, or employees.

District shall defend, indemnify and hold University, its officials, employees and agents, harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damage arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of District, its officials, agents, or employees.

ADDITIONAL PROVISIONS

1. Nothing contained in this Agreement shall be deemed or construed to create a joint venture, partnership, principal-agent or employment relationship between the parties and neither party shall have the authority to bind the other party for any purpose.
2. This Agreement and the rights and obligations of the parties shall be governed and construed by the laws of the State of California. Any lawsuit concerning or arising out of this Agreement shall be venued in the county where the District is located.
3. This Agreement supersedes all prior and contemporaneous agreements and understandings between the parties, both oral and written, with respect to its subject matter and constitutes the complete agreement and understanding between the parties, unless modified in a writing executed by both parties.
4. In the event of a dispute between the parties arising from this Agreement, the parties agree to mediate the dispute before initiating litigation. The Parties agree that with regard to any dispute or claim related to this Agreement, prior to the initiation of a lawsuit or other legal action, they shall and must, in good faith, submit the claim or dispute to mediation with any mutually agreeable neutral. The costs of the neutral will be split equally between the Parties. The prevailing party shall be entitled to recovery from the losing party the prevailing party's reasonable expenses (attorney fees and costs) incurred in the lawsuit or legal action as allowed by law.
5. If any provision of this Agreement is determined to be invalid or unenforceable, that provision shall be amended to achieve as nearly as possible the same effect as the original provision, and the remainder of this Agreement shall remain in full force and effect.
6. No delay or failure by either party to act in the event of a breach or default hereunder shall be construed as a waiver of that or any succeeding breach or a waiver of the provision itself.

7. This Agreement may be executed in any number of counterparts, each of which shall be an original as against any party whose signature appears and all of which together shall constitute one and the same instrument.

Signed this _____ date of _____, 2015.

School District

University

California State University

Memorandum of Understanding and Agreement to Provide Unpaid Internship Placements to University Students

This Agreement is between the _____ School District (“District”) and the California State University (“University”), who may be referred to collectively as the parties. This Agreement describes and confirms the expectations and responsibilities of the Parties regarding the Internship Program through which University students (“Unpaid Interns”) will gain experience in the public school setting. This Agreement applies to unpaid service learning placements for University-enrolled students; it does not apply to student teacher placements that are part of a credentialing program.

TERM OF THE AGREEMENT

This Agreement shall remain in effect for a term of ___ years beginning _____ and ending _____, unless terminated sooner. Either party may terminate this Agreement on 30 days’ written notice to the other party; provided, however, that credential candidates shall be allowed to conclude any ongoing assignments. Performance under this Agreement shall be reviewed annually, and the parties may agree to annual extensions after expiration of the initial term.

DISTRICT AND SCHOOL ADMINISTRATOR RESPONSIBILITIES

1. The District will provide the Unpaid Interns with supervised internship experience. The District’s Designated Supervisor(s) will hold an appropriate degree, credential or license in the specified field, if any is required for that field, and at least five years’ experience in that field. The Supervisor will provide the Unpaid Intern with at least two hours of face-to-face supervision per week for the duration of the internship. Supervision may be shared among more than one qualified District staff member.
2. The District will designate a member of its staff to participate with the University’s designee in planning, implementing, and coordinating the Internship Program.
3. The District will maintain complete records and reports on each Unpaid Intern’s performance and provide an evaluation to the University on forms the University shall provide.
4. The District may, in its sole discretion, refuse to accept as a participant in the Internship Program any University student assigned to participate, and, upon request of the District, University shall withdraw the assignment of any University student participant.
5. After the District accepts assignment of the student, the District may terminate the internship for good cause. “Good cause” may include, but is not limited to failure to perform satisfactorily, refusal to follow District administrative policies, procedures, rules and regulations, or violation of any federal or state law. The District will immediately notify University in writing if it terminates an assignment. The District reserves the right to ban anyone from District facilities when the District finds, in its sole discretion that the presence of the person poses a threat or disrupts operations. University is responsible for informing its student participants of the provisions of this Section.
6. District shall, on any day when an Unpaid Intern is receiving training at its facilities, arrange for the Unpaid Intern to receive any necessary emergency health care or first aid

for accidents occurring in its facilities. Except as provided in this paragraph, District shall have no obligation to furnish medical care, surgical care or other health care to any Unpaid Intern.

UNIVERSITY RESPONSIBILITIES

1. University will work collaboratively with the District's HR department, school site administration, and staff in the assignment of the Unpaid Intern.
2. University will confer regularly with District and site administration and district-employed mentor/liaison through meetings, telephone calls, and/or e-mail.
3. University will immediately notify appropriate District and site administration if University administration has knowledge of or suspects any professional or ethical violations by an Unpaid Intern in the school. University and District agree they will cooperate in any investigation concerning the reported violation. .
4. University will guarantee that Unpaid Interns and university supervisors have appropriate tuberculosis and fingerprinting clearance, including subsequent arrest notification service.
5. University will instruct Unpaid Interns in state laws regarding child abuse reporting, sexual harassment and professional conduct.
6. University supervisors will conduct systematic and regular observations of Unpaid Interns' performances in the District's classrooms.
7. University will be responsible for ensuring that Unpaid Interns have appropriate insurance coverage.

UNPAID INTERN RESPONSIBILITIES

1. Provide the District with the following documentation:
 - a. a copy of the letter from the University assigning the student to the District.
 - b. a background check/ fingerprint clearance report,
 - c. a negative tuberculosis test result, and
2. Comply with all applicable terms and provisions of this Agreement while serving as a Unpaid Intern.
3. Comply with the District's policies and procedures, and applicable state and federal laws and regulations while serving as an Unpaid Intern.
4. Provide services to District pupils only under the direct supervision of District staff.
5. Maintain the confidentiality of pupil information. No Unpaid Intern will have access to or have the right to receive any District pupil records, except to the extent necessary in the regular course of assisting in providing services to pupils as part of the internship program. The discussion, transmission, or narration in any form by Unpaid Interns of any individually identifiable pupil information, educational, medical or otherwise, which is obtained in the course of the internship program is forbidden except as a necessary part of the practical internship experience. Otherwise, Unpaid Interns shall use de-identified information only (and not personally identifiable pupil information) in any discussions about the internship experience with University, its employees, agents or others.

STATUS OF UNIVERSITY, DISTRICT, AND UNIVERSITY STUDENTS

The parties expressly understand and agree that all University students serving as Unpaid Interns in District schools pursuant to this Agreement are doing so for educational purposes only, and Unpaid Interns are not considered employees or volunteers of either University or District for

any purpose, including, but not limited to, compensation for services, welfare and pension benefits, or workers' compensation insurance. It is the responsibility of University to provide written notice to its student participants of the provisions of this Section. The provisions of this Section shall survive the termination or expiration of this Agreement.

LIABILITY INSURANCE & WORKERS' COMPENSATION

The University shall take out and maintain a "claims-made" policy of general liability and professional liability insurance (including personal injury with limits not less than \$1 million per loss and damage to property of others up to \$5,000 per incident), with extended reporting period of three (3) years, covering Unpaid Interns, and naming District as an additional named insured under such insurance policy or policies. Further, University agrees to maintain professional and comprehensive general liability insurance, with no exclusion for molestation or abuse, at a minimum of Five Million Dollars (\$5,000,000) per occurrence and Twenty Million Dollars (\$20,000,000) in aggregate throughout the course of this Agreement.

Further, University shall provide written notice that should any of the above described policies be cancelled before the expiration thereof, notice will be delivered in accordance with the policy provisions. University also agrees to maintain statutory Workers' Compensation coverage on any individuals considered as employees of University and instructors working at District pursuant to this Agreement at all times during the course of this Agreement.

University shall provide certificates evidencing all coverage referred to in this Section within thirty (30) days of execution of this Agreement and thereafter, on an annual basis. If the coverage is on a claims-made basis, University hereby agrees that not less than thirty (30) days prior to the effective date of termination of University's current insurance coverage or termination of this Agreement, University shall either purchase three (3) year tail coverage per claim or provide proof of continuous coverage in the above stated amounts for all claims arising out of incidents occurring prior to termination of University's current coverage or prior to termination of this Agreement, as applicable, and provide District a certificate of insurance evidencing such coverage.

The University is permissibly self-insured through the State of California for automobile liability.

The District shall be named as an additional insured or covered party on the liability coverages maintained by the University set forth above, and such coverages shall be primary to any coverages maintained by the District. Limits of liability for each type of liability coverage shall be at least \$1 million per claim per occurrence/ \$2 million aggregate.

NO WORKERS' COMPENSATION LIABILITY

The Parties agree that the District is not to assume, nor shall it assume by this Agreement any liability under the California Workers' Compensation Insurance and Safety Act for, by or on behalf of any Unpaid Intern or University employees while they are on the premises of the District or while performing any duty whatsoever under the terms of the Agreement or while going to or from any of the internship placement sites. University shall provide written notice to

each Unpaid Intern regarding the lack of coverage of Workers' Compensation insurance by either party.

INDEMNIFICATION

University shall defend, indemnify and hold District and its officials, employees and agents, harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damages arising out of the performance of this Agreement, but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of University, its officials, agents, or employees.

District shall defend, indemnify and hold University, its officials, employees and agents, harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damage arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of District, its officials, agents, or employees.

ADDITIONAL PROVISIONS

1. Nothing contained in this Agreement shall be deemed or construed to create a joint venture, partnership, principal-agent or employment relationship between the parties and neither party shall have the authority to bind the other party for any purpose.
2. This Agreement and the rights and obligations of the parties shall be governed and construed by the laws of the State of California. Any lawsuit concerning or arising out of this Agreement shall be venued in the county in which the District is located.
3. This Agreement supersedes all prior and contemporaneous agreements and understandings between the parties, both oral and written, with respect to its subject matter and constitutes the complete agreement and understanding between the parties, unless modified in a writing executed by both parties.
4. In the event of a dispute between the parties arising from this Agreement, the parties agree to mediate the dispute before initiating litigation. The Parties agree that with regard to any dispute or claim related to this Agreement, prior to the initiation of a lawsuit or other legal action, they shall and must, in good faith, submit the claim or dispute to mediation with any mutually agreeable neutral. The costs of the neutral will be split equally between the Parties. The prevailing party shall be entitled to recovery from the losing party the prevailing party's reasonable expenses (fees and costs) incurred in the lawsuit or legal action as allowed by law.
5. If any provision of this Agreement is determined to be invalid or unenforceable, that provision shall be amended to achieve as nearly as possible the same effect as the original provision, and the remainder of this Agreement shall remain in full force and effect.
6. No delay or failure by either party to act in the event of a breach or default hereunder shall be construed as a waiver of that or any succeeding breach or a waiver of the provision itself.

7. This Agreement may be executed in any number of counterparts, each of which shall be an original as against any party whose signature appears and all of which together shall constitute one and the same instrument.

Signed this _____ date of _____, 2015.

School District

California State University

California State University

Memorandum of Understanding and Agreement to Provide Student Teacher Placements to University Students

This agreement is between the _____ School District (“District”) and the California State University (“University”), who may be referred to collectively as the parties. This Agreement describes and confirms the expectations and responsibilities of the Parties regarding the Internship Program through which University students enrolled in a credentialing program (“Student Teachers”) will gain experience in the public school setting.

TERM OF THE AGREEMENT

This Agreement shall remain in effect for a term of ___ years beginning _____ and ending _____, unless terminated sooner. Either party may terminate this Agreement on 30 days’ written notice to the other party; provided, however, that credential candidates shall be allowed to conclude any ongoing assignments. Performance under this Agreement shall be reviewed annually, and the parties may agree to annual extensions after expiration of the initial term.

DISTRICT AND SCHOOL ADMINISTRATOR RESPONSIBILITIES

1. The District will provide the Student Teachers with supervised internship experience. The District’s Designated Supervisor(s) will hold an appropriate degree, credential or license in the specified field, if any is required for that field, and at least five years’ experience in that field. The Supervisor will provide the Student Teacher with at least two hours of face-to-face supervision per week for the duration of the internship. Supervision may be shared among more than one qualified District staff member.
2. The District will designate a member of its staff to participate with the University’s designee in planning, implementing, and coordinating the Internship Program.
3. The District will maintain complete records and reports on each Student Teacher’s performance and provide an evaluation to the University on forms the University shall provide.
4. The District may, in its sole discretion, refuse to accept as a participant in the Internship Program any University student assigned to participate, and, upon request of the District, University shall withdraw the assignment of any University student participant.
5. After the District accepts the assignment of a Student Teacher, the District may terminate the internship for “good cause.” “Good cause” may include, but is not limited to failure to perform satisfactorily, refusal to follow District administrative policies, procedures, rules and regulations, or violation of any federal or state law. The District will immediately notify University in writing if it terminates an assignment. The District reserves the right to ban anyone from District facilities when the District finds, in its sole discretion that the presence of the person poses a threat or disrupts operations. University is responsible for informing its student participants of the provisions of this Section. District will immediately notify University, if District knows or suspects any professional or ethical or legal violations. University will cooperate with District in any investigation concerning the reported violation.

6. District shall, on any day when a Student Teacher is receiving training at its facilities, arrange for the Student Teacher to receive any necessary emergency health care or first aid for accidents occurring in its facilities. Except as provided in this paragraph, District shall have no obligation to furnish medical care, surgical care or other health care to any Student Teacher.

UNIVERSITY RESPONSIBILITIES

1. University will work collaboratively with the District's HR department, school site administration, and staff in the assignment of the Student Teacher.
2. University will confer regularly with District and site administration and district-employed mentor/liaison through meetings, telephone calls, and/or e-mail.
3. University will immediately notify appropriate District and site administration if University administration has knowledge of or suspects any professional or ethical violations by a Student Teacher in the school. University and District agree they will cooperate in any investigation concerning the reported violation.
4. University will guarantee that Student Teachers and university supervisors have appropriate tuberculosis and fingerprinting clearance, including subsequent arrest notification service.
5. University will instruct Student Teachers in state laws regarding child abuse reporting, sexual harassment and professional conduct.
6. University supervisors will conduct systematic and regular observations of Student Teachers' performances in the District's classrooms.
7. University will be responsible for ensuring that Student Teachers have appropriate insurance coverage.

STUDENT TEACHER RESPONSIBILITIES

1. Provide the District with the following documentation:
 - a. a copy of the letter from the University assigning the student to the District.
 - b. a background check fingerprint clearance report.
 - c. a negative tuberculosis test result, and
2. Comply with all applicable terms and provisions of this Agreement while serving as a Student Teacher.
3. Comply with the District's policies and procedures, and applicable state and federal laws and regulations while serving as a Student Teacher.
4. Provide services to District pupils only under the direct supervision of District staff.
5. Maintain the confidentiality of pupil information. No Student Teacher will have access to or have the right to receive any District pupil records, except to the extent necessary in the regular course of assisting in providing services to pupils as part of the internship program. The discussion, transmission, or narration in any form by Student Teachers of any individually identifiable pupil information, educational, medical or otherwise, which is obtained in the course of the internship program is forbidden except as a necessary part of the practical internship experience. Otherwise, Student Teachers shall use de-identified information only (and not personally identifiable pupil information) in any discussions about the internship experience with University, its employees, agents or others.

STATUS OF DISTRICT AND UNIVERSITY STUDENTS

The parties expressly understand and agree that all University students serving as Student Teachers in District schools pursuant to this Agreement are doing so for educational purposes only, and Student Teachers are not considered employees of the District for any purpose, including, but not limited to, compensation for services, welfare and pension benefits, or workers' compensation insurance. It is the responsibility of University to provide notice to its student participants of the provisions of this Section. The provisions of this Section shall survive the termination or expiration of this Agreement.

LIABILITY INSURANCE & WORKERS' COMPENSATION

The University shall take out and maintain a "claims-made" policy of general liability and professional liability insurance (including personal injury with limits not less than \$1 million per loss and damage to property of others up to \$5,000 per incident), with extended reporting period of three (3) years, covering Student Teachers, and naming District as an additional named insured under such insurance policy or policies. Further, University agrees to maintain professional and comprehensive general liability insurance, with no exclusion for molestation or abuse, at a minimum of Five Million Dollars (\$5,000,000) per occurrence and Twenty-Five Million Dollars (\$25,000,000) in aggregate throughout the course of this Agreement.

Further, University shall provide written notice that should any of the above described policies be cancelled before the expiration thereof, notice will be delivered in accordance with the policy provisions. University also agrees to maintain statutory Workers' Compensation coverage on Student Teachers, any individuals characterized as employees of University and instructors working at District pursuant to this Agreement at all times during the course of this Agreement.

University shall provide certificates evidencing all coverage referred to in this Section within thirty (30) days of execution of this Agreement and thereafter, on an annual basis. If the coverage is on a claims-made basis, University hereby agrees that not less than thirty (30) days prior to the effective date of termination of University's current insurance coverage or termination of this Agreement, University shall either purchase three (3) year tail coverage per claim or provide proof of continuous coverage in the above stated amounts for all claims arising out of incidents occurring prior to termination of University's current coverage or prior to termination of this Agreement, as applicable, and provide District a certificate of insurance evidencing such coverage.

The University is permissibly self-insured through the State of California for automobile liability.

The District shall be named as an additional insured or covered party on the liability coverages maintained by the University set forth above, and such coverages shall be primary to any coverages maintained by the District. Limits of liability for each type of liability coverage shall be at least \$1 million per claim per occurrence/ \$2 million aggregate.

NO WORKERS' COMPENSATION LIABILITY

The Parties agree that the District is not to assume, nor shall it assume by this Agreement any liability under the California Workers' Compensation Insurance and Safety Act for, by or on

behalf of any Student Teacher or University employees while they are on the premises of the District or while performing any duty whatsoever under the terms of the Agreement or while going to or from any of the internship placement sites. University shall provide written notice to each Student Teacher regarding the lack of coverage of Workers' Compensation insurance by the District.

INDEMNIFICATION

University shall defend, indemnify and hold District and its officials, employees and agents, harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damages arising out of the performance of this Agreement, but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of University, its officials, agents, or employees.

District shall defend, indemnify and hold University, its officials, employees and agents, harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damage arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of District, its officials, agents, or employees.

ADDITIONAL PROVISIONS

1. Nothing contained in this Agreement shall be deemed or construed to create a joint venture, partnership, principal-agent or employment relationship between the parties and neither party shall have the authority to bind the other party for any purpose.
2. This Agreement and the rights and obligations of the parties shall be governed and construed by the laws of the State of California. Any lawsuit concerning or arising out of this Agreement shall be venued in the county in which the District is located.
3. This Agreement supersedes all prior and contemporaneous agreements and understandings between the parties, both oral and written, with respect to its subject matter and constitutes the complete agreement and understanding between the parties, unless modified in a writing executed by both parties.
4. In the event of a dispute between the parties arising from this Agreement, the parties agree to mediate the dispute before initiating litigation. The Parties agree that with regard to any dispute or claim related to this Agreement, prior to the initiation of a lawsuit or other legal action, they shall and must, in good faith, submit the claim or dispute to mediation with any mutually agreeable neutral. The costs of the neutral will be split equally between the Parties. The prevailing party shall be entitled to recovery from the losing party the prevailing party's reasonable expenses (fees and costs) incurred in the lawsuit or legal action as allowed by law.
5. If any provision of this Agreement is determined to be invalid or unenforceable, that provision shall be amended to achieve as nearly as possible the same effect as the original provision, and the remainder of this Agreement shall remain in full force and effect.
6. No delay or failure by either party to act in the event of a breach or default hereunder shall be construed as a waiver of that or any succeeding breach or a waiver of the provision itself.

7. This Agreement may be executed in any number of counterparts, each of which shall be an original as against any party whose signature appears and all of which together shall constitute one and the same instrument.

Signed this _____ date of _____, 2015.

School District

California State University

CSURMA ADMINISTRATIVE SERVICE CALENDAR

ISSUE: This item is provided as an information item to advise the Board of Directors of the various recurring administrative activities and when they take place over the course of the year. It includes items noting when they appear before the Executive Committee and Board of Directors. It is to be provided for information with each agenda packet.

RECOMMENDATION: It is recommended that the Board of Directors review the CSURMA Administrative Service Calendar and provide direction to staff as appropriate.

FISCAL IMPACT: No direct fiscal impact is expected from action at today's meeting.

BACKGROUND: None.

PUBLICATION: None.

ATTACHMENT(S):

- a. CSURMA Administrative Services Calendar

CSURMA SERVICE CALENDAR

DATE	ACTION / RESPONSIBILITY	RESPONSIBLE ENTITY	LEAD	STATUS
JANUARY 2015				
01/02/15	FORM 700 - JPA ADMIN finalizes current year member listing	Alliant Staff	Tevea Him	Completed
01/06/15	Statement of Facts – Roster of Public Agencies - file with State & County	Alliant Staff	Tevea Him	Completed
01/07/15	AORMA Program Committee Meeting (Teleconference)	Alliant Staff	Mimi Long	Completed
01/07/15	Announce the new AORMA Committee Vice Chair as well as open seats on the AORMA Committee	Nominations Committee	Mimi Long	Completed
01/12/15	AIME Committee Meeting	Alliant Staff	Stacey Weeks	Completed
01/15/15	FORM 700 - JPA ADMIN sends Form 700 to CSURMA FILERS, including EC, BOD, AORMA, Standing Committees, and designated consultants, including identified Alliant personnel	Alliant Staff	Tevea Him	Completed
01/31/15	Final premium / rate letter to all AORMA members	Alliant Staff	Mimi Long	Completed
01/31/15	Workers' Compensation Scorecard - Receive report from Sedgwick and distribute	Alliant Staff / Sedgwick	Tevea Him	Completed
FEBRUARY 2015				
02/01/15	FORM 700 - Follow up No. 1 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	Completed
02/01/15	UIP - Process EDD Statement of Reimbursable Benefit Charges for the period ending 12/31	Alliant Staff	Tevea Him	Completed
02/01/15	Campus Liability Risk Pool claims audit (every odd year)	Alliant Staff	Mimi Long	Completed
02/01/15	Campus Workers' Compensation Risk Pool claims audit (every odd year)	Alliant Staff	Jacki Graft	Completed
02/01/15	AORMA Workers' Compensation program claims administration audit (every even year)	Alliant Staff	Jacki Graft	Completed
02/01/15	AIME Risk Pool claims audit (every odd year)	Alliant Staff	Mimi Long	N/A
02/01/15	AORMA Liability Program claims audit (every odd year)	Alliant Staff	Mimi Long	Completed
02/08/15	AORMA MSLCTC Meeting (Teleconference)	Alliant Staff	Mimi Long	CANCELED
02/08/15	CSURMA AOA CONFERENCE	Alliant Staff	Mimi Long	Completed
02/08/15	CSURMA EC Meeting	Alliant Staff	Mimi Long	Completed
02/11/15	CSURMA Quarterly Investment Reschedule for EC Meeting	Alliant Staff	Tevea Him	Completed
02/15/15	FORM 700 - Follow up No. 2 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	Completed
02/26/15	AORMA Program Committee Meeting (Teleconference)	Alliant Staff	Mimi Long	Completed
MARCH 2015				
03/01/15	CSURMA Master Investment Policy and Investment Policy for the Fixed Income Portfolio	Alliant Staff	Mimi Long	Completed
03/01/15	Mid-Term Budget Amendments	Alliant Staff	Robert Leong	Completed
03/01/15	Chancellor's Office Services Budget Proposal	Alliant Staff	Mimi Long	Completed
03/01/15	FY 15/16 Operation Budget	Alliant Staff	Robert Leong	Completed
03/01/15	Review the Auxiliary Service Provider Report	Alliant Staff	Mimi Long	Completed
03/01/15	Annual Review of (1) Data Security Policies and (2) the Integrated CSU Administration Manual	Alliant Staff	Mimi Long	Completed
03/15/15	FORM 700 - Follow up - JPA ADMIN follows up with FILER, prepares status report for CSURMA EC review at Long Range Planning meeting	Alliant Staff	Tevea Him	Completed
03/19/15	AORMA Committee Meeting	Alliant Staff	Mimi Long	Completed
03/19/15	CSURMA EC Meeting	Alliant Staff	Mimi Long	Completed
03/19/15	CSURMA Policies and Procedures (odd in odd years / even in even years)	Alliant Staff	Robert Leong	Completed
03/20/15	Forward slate of nominees to fill the open seats on the AORMA Committee	Alliant Staff	Mimi Long	Completed
03/20/15	CSURMA EC LRP Meeting	Alliant Staff	Mimi Long	Completed
03/31/15	CSURMA Quarterly EPL Deductible Recovery	Alliant Staff	Van Rin	Completed
03/31/15	Completion of the Form 700 – Statement of Economic Interest	BOD and Alliant Staff	Tevea Him	Completed
03/31/15	Approval by BOD Resolution allowing Treasurer to invest or reinvest funds (annual approval required - see Res 01-15 BOD)	BOD and Alliant Staff	Tevea Him	Completed
03/31/15	Approval of Conflict of Interest Code by BOD every even-number year - File with FPCC as required.	BOD and Alliant Staff	Tevea Him	on going

CSURMA SERVICE CALENDAR

DATE	ACTION / RESPONSIBILITY	RESPONSIBLE ENTITY	LEAD	STATUS
APRIL 2015				
04/01/15	Campus Risk Pool Administrator verifies Campus Primary and Alternate representative remain in place by contacting campus representatives (i.e. ensure no leave of absence, retirement, change in duties, etc.)	Alliant Staff	Tevea Him	Completed
04/01/15	FORM 700 - JPA ADMIN sends all forms received to FPPC for processing	Alliant Staff	Tevea Him	Completed
04/01/15	Send out ballot for AORMA Committee term beginning on July 1, 2015	Alliant Staff	Tevea Him	Completed
04/30/15	Workers' Compensation Scorecard - Receive report from Sedgwick and distribute	Alliant Staff / Sedgwick	Tevea Him	Completed
04/20/15	AORMA MSLCTC Meeting (Teleconference)	Alliant Staff	Mimi Long	Completed
04/27/15	CSURMA BOD Meeting	Alliant Staff	Mimi Long	Completed
04/28/15	Fitting the Pieces Conference	Alliant Staff	Mimi Long	Completed
MAY 2015				
05/06/15	Receive back all AORMA Committee ballots for the term beginning on July 1, 2015	Alliant Staff	Tevea Him	Completed
05/07/15	AORMA Committee Meeting	Alliant Staff	Mimi Long	Completed
05/08/15	CSURMA EC Meeting	Alliant Staff	Mimi Long	Completed
05/01/15	Develop a benchmarking project for the EC to review	Alliant Staff	Jacki Graf	Completed
05/11/15	CSURMA Quarterly Investment Reschedule for EC Meeting	Alliant Staff	Tevea Him	Completed
05/14/15	CSURMA BOD NMO Meeting via Teleconference	Alliant Staff	Mimi Long	Completed
05/15/15	FORM 700 - Follow up No. 1 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	Completed
05/27/15	AIME Committee Meeting	Alliant Staff	Stacey Weeks	Completed
05/30/15	Send out appointment letters to the newly appointed AORMA Standing Committee Chairs for the term beginning on July 1, 2015	AORMA Chair/Alliant Staff	Tevea Him	Completed
05/30/15	Send out appointment letters to the newly elected AORMA Committee members for the term beginning on July 1, 2015	AORMA Chair/Alliant Staff	Tevea Him	Completed
05/30/15	Send out appointment letters to the newly elected Executive Committee members for the term beginning on July 1, 2015	AORMA Chair/Alliant Staff	Tevea Him	Completed
05/30/15	UIP - Process EDD Statement of Reimbursable Benefit Charges for the period ending 3/31/15	Alliant Staff	Tevea Him	Completed
05/30/15	Update the AORMA Committee and Standing Committee Org Chart for the term beginning July 1, 2015	Alliant Staff	Tevea Him	Completed
05/30/15	Update the AORMA Committee and Standing Committee Roster for the term beginning July 1, 2015	Alliant Staff	Mimi Long	Completed
JUNE 2015				
06/01/15	FORM 700 - Follow up No. 2 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	Completed
06/25/15	AORMA Program Committee Meeting (Teleconference)	Alliant Staff	Mimi Long	Completed
06/29/15	AORMA MSLCTC Meeting (Teleconference)	Alliant Staff	Mimi Long	Completed
06/30/15	CSURMA Quarterly EPL Deductible Recoverys	Alliant Staff	Mimi Long	Completed
06/30/15	Expiring Contract: Genesis Reinsurance Corp - July 1, 2010 to June 30, 2015	Alliant Staff	Mimi Long	Completed
06/30/15	Expiring Contract: UC Office of Risk Services Performing Arts Center of Excellence - November 1, 2013 to June 30, 2015	Alliant Staff	Mimi Long	Completed
06/30/15	Expiring Contract: A-G Administrator (AIME) - July 1, 2009 to June 30, 2015	Alliant Staff	Mimi Long	Completed
06/30/15	Expiring Contract: Alliant Loss Control Services - July 1, 2014 to June 30, 2015	Alliant Staff	Mimi Long	Completed
06/30/15	Expiring Contract: CO Enterprise Accounting / Financial Services - July 1, 2014 to June 30, 2015	Alliant Staff	Mimi Long	Completed
06/30/15	Expiring Contract: CO OGC / Legal - July 1, 2014 to June 30, 2015	Alliant Staff	Mimi Long	Completed
06/30/15	Expiring Contract: CO Risk Management - July 1, 2014 to June 30, 2015	Alliant Staff	Mimi Long	Completed
06/30/15	Expiring Contract: Praesidium - July 1, 2014 to June 30, 2015	Alliant Staff	Mimi Long	Completed
06/30/15	Expiring Contract: Target Safety dba Target Solutions - July 1, 2012 to June 30, 2015	Alliant Staff	Mimi Long	Completed

CSURMA SERVICE CALENDAR

DATE	ACTION / RESPONSIBILITY	RESPONSIBLE ENTITY	LEAD	STATUS
06/30/15	Request COI from all vendor's contract	Alliant Staff	Mimi Long	Completed
JULY 2015				
07/01/15	Financial audit prep with KPMG	Alliant Staff / RM	Van Rin	Completed
07/01/15	FORM 700 - JPA ADMIN sends entering and leaving office notices to AORMA FILERS who will be taking office on AORMA and Standing Committees	Alliant Staff	Tevea Him	Completed
07/01/15	Send to CSU Accounting the approved dividends and allocation of program costs for invoicing	Alliant Staff	Van Rin	Completed
07/04/15	Send out AORMA binder, insurance summary and invoice to all members	Alliant Staff	Van Rin	Completed
07/05/15	Request a review of the claims activity within the UIP – claims activity variations of more than 10% above or below pricing levels used will resulting in a pricing adjustment	Alliant Staff	Mimi Long	Completed
07/05/15	Request Workers' Compensation and Liability loss runs @ 6/30 – Forward to Actuary	Alliant Staff	Mimi Long	Completed
07/07/15	Request Liability (EPL check register) for minimum EPL deductible calculation for upcoming fiscal year	Alliant Staff	Tevea Him	Completed
07/07/15	AORMA Officers Retreat – San Francisco, CA	AORMA Officers	Mimi Long	Completed
07/14/15	FORM 700 - Follow up No. 1 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	Completed
07/15/15	Final FY Payroll - request from Chancellor's Office	Alliant Staff	Robert Leong	Completed
07/15/15	Process the Liability and Workers' Compensation dividend checks and forward to Alliant for distribution	CSU Accounting	Van Rin	Completed
07/21/15	FORM 700 - Follow up No. 2 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	Completed
07/21/15	Upon receipt of loss data begin semi-annual loss charts for RM meeting in October and to be sent to members	Alliant Staff	Robert Leong	In Progress
07/28/15	FORM 700 - FORMS DUE TO FPPC ON THIS DATE [ASSUMING/LEAVING]	Alliant Staff	Tevea Him	Completed
07/31/15	Actuarial Study - receive draft and forward to RM	Alliant Staff	Robert Leong	Completed
07/31/15	Distribute the Liability and Workers' Compensation dividend checks	Alliant Staff	Van Rin	Completed
07/31/15	Request final audited payroll from all Workers' Compensation program members for expired year	Alliant Staff	Hsan Htein	Completed
07/31/15	Workers' Compensation Scorecard - Receive report from Sedgwick and distribute	Alliant Staff / Sedgwick	Tevea Him	Completed
AUGUST 2015				
08/01/15	Send out letter regarding Campus Appointment of CSURMA Board of Directors Members and Alternate	Alliant Staff	Tevea Him	Completed
08/01/15	Research the single bond approach & report back at the September meeting	Alliant Staff	Dan Howell	In Progress
08/01/15	Send out letter to regarding Claims Settlement Authority Annual Confirmation	Alliant Staff	Tevea Him	Completed
08/01/15	Send out letter to regarding Foreign Travel Authority Confirmation	Alliant Staff	Tevea Him/Stacey	Completed
08/01/15	Completion of draft actuarial studies for Workers' Compensation and Liability programs	Actuary	Mimi Long	Completed
08/01/15	AOA EC Meeting: Send out AORMA Summary	Alliant Staff	Mimi Long	Completed
08/11/15	CSURMA Quarterly Investment Reschedule for EC Meeting	Alliant Staff	Tevea Him	Completed
08/15/15	AOA EC Meeting - San Diego	Alliant Staff	Mimi Long	Completed
08/31/15	Calculate additional premium or return premium for each Workers' Compensation program member based on the audited payroll	Alliant Staff	Mimi Long	Completed
08/31/15	Calculate each member's minimum EPL deductible for the upcoming program term	Alliant Staff	Mimi Long	Completed
08/31/15	Complete Target Surplus Funding Report	Alliant Staff	Mimi Long	Completed
08/31/15	Completion of Financial Audit	CSU Accounting	Mimi Long	Completed
08/31/15	UIP - Process EDD Statement of Reimbursable Benefit Charges for the period ending 6/30	Alliant Staff	Tevea Him	Completed
Begin Task	Campus Workers' Compensation Program Safety National Stop Loss Report (Valued at June 30, 2015)	Alliant Staff	Robert Leong	Completed
Begin Task	Completion of the Public Self-Insurer's Annual Report for CSURMA (must be filed with the state by Oct 1st.)	Alliant Staff	Mimi Long	Completed
Begin Task	AORMA Workers' Compensation Desk Audit	Alliant Staff	Mimi Long	

CSURMA SERVICE CALENDAR

DATE	ACTION / RESPONSIBILITY	RESPONSIBLE ENTITY	LEAD	STATUS
SEPTEMBER 2015				
09/01/15	Annual Report of Financial Transactions - start process	Alliant Staff / Accounting	Van Rin	
09/01/15	Stewardship Report	Alliant Staff	Robert Leong	In Progress
09/09/15	AORMA Long Range Plan meeting	Alliant Staff	Mimi Long	Completed
09/09/15	AORMA New Committee Member Orientation meeting	Alliant Staff	Mimi Long	Completed
09/10/15	AORMA Committee Meeting	Alliant Staff	Mimi Long	Completed
09/10/15	CSURMA EC Orientation Meeting	Alliant Staff	Mimi Long	Completed
09/11/15	CSURMA EC Meeting	Alliant Staff	Mimi Long	Completed
09/13/15	Create UI White Paper for Steve Relyea to discuss Techniques to lower UI cost & Resources available to CSU	Alliant Staff	Dan Howell	
09/14/15	CAJPA Standards review (2014 and every 3 years thereafter)	Alliant Staff	Mimi Long	Completed
09/15/15	Prepare invoices or checks for the Workers' Compensation payroll audit	CSU Accounting	Mimi Long	In Progress
09/15/15	Quarterly Risk Management Report	Alliant Staff	Mimi Long	
09/30/15	Completion of the AORMA Committee (September Letter) updating all AORMA members on the funding and dividends approved for the upcoming fiscal year	Alliant Staff/AORMA Chair	Mimi Long	
09/15/15	CAJPA Fall Conference and Training Seminar - Lake Tahoe Resort, Harrah's and Harveys	Alliant Staff	Mimi Long	
OCTOBER 2015				
10/01/15	Expiring Contract: Praseidium - October 1, 2014 to October 1, 2015	Alliant Staff	Mimi Long	
10/01/15	Annual Report of Financial Transactions - File	Alliant Staff / Accounting	Van Rin	
10/01/15	Request completion of the Liability application	Alliant Staff	Mimi Long	In Progress
10/01/15	Request estimated Workers' Compensation payroll	Alliant Staff	Mimi Long	In Progress
10/01/15	AORMA Program Committee Meeting (Teleconference)	Alliant Staff	Mimi Long	CANCELED
10/05/15	AORMA MSLCTC Meeting (Teleconference)	Alliant Staff	Mimi Long	CANCELED
08/11/15	CSURMA Quarterly Investment Reschedule for EC Meeting	Alliant Staff	Tevea Him	In Progress
10/15/15	Poll eligible AORMA Committee members to determine which members are willing to be nominated for the Vice Chair position	Nominations Committee	Mimi Long	Completed
10/22/15	Campus Workers' Compensation Program Safety National Stop Loss Report (Valued at June 30, 2015)	Alliant Staff	Rob Leong	
10/31/15	Workers' Compensation Scorecard - Receive report from Sedgwick and distribute	Alliant Staff / Sedgwick	Tevea Him	
10/22/15	AORMA Committee Meeting	Alliant Staff	Mimi Long	
10/22/15	AIME Committee Meeting	Alliant Staff	Stacey Weeks	
10/22/15	CSURMA BOD NMO Meeting via Teleconference	Alliant Staff	Mimi Long	
10/23/15	CSURMA BOD Meeting	Alliant Staff	Mimi Long	
10/23/15	CSURMA EC Meeting	Alliant Staff	Mimi Long	
10/31/15	CSURMA Quarterly EPL Deductible Recoverys ending September 30 (Begin Task)	Alliant Staff	Van Rin	
10/31/15	Expiring Contract: Praseidium - July 1, 2014 to October 31, 2015	Alliant Staff	Mimi Long	
10/31/15	Government Compensation Report (request from CSU Accounting and post on CSURMA website)	Accounting	Tevea Him	
10/31/15	Create Government Compensation Report page on CSURMA website for public viewing	Alliant Staff	Tevea Him	
NOVEMBER 2015				
11/01/15	FORM 700 - Campus Risk Pool Administrator sends request to campus president to confirm appointments of primary and alternate representative to BOD (Note: AORMA Representatives are maintained through their election process)	Alliant Staff	Tevea Him	
11/28/15	Campus Risk Pool Deductible - Confirm (every 3 years - 2014, 2017, 2020)	Alliant Staff	Robert Leong	
11/28/15	Send campus risk pool renewal budget	Alliant Staff	Robert Leong	



CSURMA SERVICE CALENDAR

DRAFT
10/13/2015

DATE	ACTION / RESPONSIBILITY	RESPONSIBLE ENTITY	LEAD	STATUS
11/30/15	Review volunteer losses within the Workers' Compensation program	Alliant Staff	Mimi Long	
11/30/15	UIP - Process EDD Statement of Reimbursable Benefit Charges for the period ending 9/30/13	Alliant Staff	Tevea Him	
DECEMBER 2015				
12/01/15	2015 Vendor Survey - Review List of Vendors and Work on Recipients	Risk Management	Rebecca Skidmore	
12/01/15	P & P Outlining Underwriting Guidelines for Granting Additional Insured Status	Alliant Staff	Dan Howell	
12/03/15	AORMA Committee Meeting	Alliant Staff	Mimi Long	
12/04/15	CSURMA EC Meeting	Alliant Staff	Mimi Long	
12/10/15	AORMA Program Committee Meeting (Teleconference)	Alliant Staff	Mimi Long	
12/15/15	FORM 700 - Campus Risk Pool Administrator sends revised Campus Primary and Alternate CSURMA BOD member listing to JPA ADMIN	Alliant Staff	Tevea Him	
12/15/15	Quarterly Risk Management Report	Alliant Staff	Mimi Long	
12/30/15	Financial Audit - mail to Secretary of State and County of Official Address	Alliant Staff/Accounting	Tevea Him	
12/31/15	CSURMA Quarterly EPL Deductible Recoverys	Alliant Staff	Mimi Long	
12/31/15	Expiring Contract: Alliant Insurance Services (Brokerage Agreement) - January 1, 2014 to December 31, 2015	Alliant Staff	Mimi Long	
12/31/15	Expiring Contract: Alliant Insurance Services (Program Admin Agreement) - January 1, 2014 to December 31, 2015	Alliant Staff	Mimi Long	
12/31/15	Expiring Contract: Enterprises Rent A Car - January 1, 2015 - December 31, 2015	Alliant Staff	Mimi Long	

CSURMA BOARD OF DIRECTORS AND STAFF CONTACT LIST

ISSUE: Attached is a list of phone numbers and e-mail addresses for members of the CSURMA Board of Directors and CSURMA Staff.

RECOMMENDATION: Staff recommends that members review the list at each meeting for accuracy and make any changes or additions. If there are any changes, please contact Tevea Him via email at thim@alliant.com.

FISCAL IMPACT: None

BACKGROUND: An accurate and current list facilitates better communication among the Board members and with staff.

PUBLICATION: None.

ATTACHMENT(S):

- a. CSURMA Board of Directors and Staff Contact List

CSURMA BOARD OF DIRECTORS MEMBERS

Effective at July 1, 2015

Representative /Alternate	Member	Position	Campus	Organization	E-Mail	Telephone Number
Representative	Thom Davis	Vice President for Business and Administrative Services	Bakersfield	California State University, Bakersfield	tdavis31@csub.edu	661-654-2287
Alternate	Tim Ridley, CSP, ARM-P	Associate Vice President Human Resources	Bakersfield	California State University Bakersfield	tridley1@csub.edu	661-654-2066
Representative	Robert Eaton	Interim Assistant Vice Chancellor	Chancellor's Office	California State University, Office of the Chancellor	reaton@calstate.edu	562-951-4671
Alternate	<i>Vacant</i>		<i>Chancellors Office</i>	<i>CSU Office of the Chancellor</i>		
Representative	Katharine Hullinger	Risk Manager	Channel Islands	California State University, Channel Islands	katharine.hullinger@csuci.edu	805-437-8846
Alternate	Caroline J. Doll	Director, Special Projects for F&A	Channel Islands	California State University, Channel Islands	Caroline.Doll@csuci.edu	805-437-3232
AORMA Rep	Dave Nirenerg	Senior Director	Channel Islands	University Glen Corporation	dave.nirenerg@csuci.edu	805-437-2668
Representative	Michael Thorpe	Risk Manager	Chico	California State University, Chico	methorpe@csuchico.edu	530-898-6588
Alternate	Lorraine B. Hoffman	Vice President, Business & Finance	Chico	California State University, Chico	lbhoffman@csuchico.edu	530-898-6231
Representative	Stephen J. Mastro	Associate Vice President, Administration and Finance	Dominguez Hills	California State University, Dominguez Hills	smastro@csudh.edu	310-243-3707
Alternate	Jeff Wood	Risk Manager	Dominguez Hills	California State University, Dominguez Hills	jwood@csudh.edu	310-243-2895
Representative	Nyassa Love	Risk Management & Internal Control	East Bay	California State University, East Bay	nyassa.love@csueastbay.edu	510-885-2743
Alternate	Debbie Chaw	Interim Vice President Administration & Finance/CFO	East Bay	California State University, East Bay	debbie.chaw@csueastbay.edu	510-885-3803
Representative	Debbie Adishian-Astone	Interim Vice President for Administration Services and Associate Vice President for Auxiliary Operations	Fresno	California State University, Fresno	debbiea@csufresno.edu	559-278-0802
Alternate	Lisa Kao	Associate Dir EHS, Risk Mgmt & Sustainability	Fresno	California State University, Fresno	lisak@csufresno.edu	559-278-6910
AORMA Rep	Keith Kompasi	Director, Foundation Financial Services	Fresno	Fresno Association Inc., CSU Fresno	kkompasi@csufresno.edu	559-278-0838
Representative	Lori Gentles	Vice President Human Resources, Diversity and Inclusion	Fullerton	California State University, Fullerton	lgentles@fullerton.edu	714-278-2425
Alternate	Michael Coughlin	Risk Manager	Fullerton	California State University, Fullerton	mcoughlin@fullerton.edu	657-278-8673
AORMA/EC	Frank Mumford	Executive Director	Fullerton	CSU Fullerton Auxiliary Services Corporation	fmumford@fullerton.edu	657-278-4101
Representative	Michael Burghart	Risk Manager	Humboldt	Humboldt State University	michael.burghart@humboldt.edu	707-826-5746
Alternate	Joyce Lopes	Vice President for Administration and Finance	Humboldt	Humboldt State University	joyce.lopes@humboldt.edu	707-826-3351
AORMA Rep	Dave Nakamura	Executive Director	Humboldt	Humboldt State University Center	dave.nakamura@humboldt.edu	707-826-4878
Representative	Mary Stephens	VP Administration & Finance	Long Beach	California State University, Long Beach	mestephens@csulb.edu	562-985-5578
Alternate	Felissa Waynick, ARM-P	Risk Manager	Long Beach	California State University, Long Beach	felissa.waynick@csulb.edu	562-985-2396
AORMA Rep	Robert de Wit	Chief Financial Officer	Long Beach	Forty-Niner Shops, Inc., CSU, Long Beach	rdewit@csulb.edu	562-985-5549
AORMA Rep	Brian Nowlin	Chief Operating Officer	Long Beach	California State University, Long Beach Foundation	nowlinb@csulb.edu	562-985-4690

CSURMA BOARD OF DIRECTORS MEMBERS

Effective at July 1, 2015

Representative /Alternate	Member	Position	Campus	Organization	E-Mail	Telephone Number
Representative	Lisa Chavez	VP, Administration/CFO	Los Angeles	California State University, Los Angeles	lchavez10@cslanet.calstatela.edu	323-343-3500
Alternate	Kevin Brady	Director Risk Mgmt & EHS	Los Angeles	California State University, Los Angeles	kbrady@cslanet.calstatela.edu	323-343-3527
Representative	Vineeta Dhillon	Purchasing & Risk Manager	Maritime	California Maritime Academy	vdhillon@csum.edu	707-654-1086
Alternate	Franz Lozano	Vice President for Administration and Finance	Maritime	California Maritime Academy	flozano@csum.edu	707-654-1038
Representative	Kevin Saunders	Vice President Administration & Finance	Monterey	California State University, Monterey Bay	kesaunders@csumb.edu	831-582-3398
Alternate	Lenore Reed	Director of Enterprise Risk Management & Records	Monterey	California State University, Monterey Bay	lreed@csumb.edu	831-582-4766
AORMA Rep	Gigi Kiama	Human Resources Manager	Monterey	University Corporation, CSU Monterey Bay	gkiama@csumb.edu	831-582-4301
Representative	Daniela Cross	Interim Risk Manager	Northridge	California State University, Northridge	daniela.cross@csun.edu	818-677-2490
Alternate	Jason Wang	Sr. Director Physical Plant Management	Northridge	California State University, Northridge	jason.wang@csun.edu	818-677-6579
Alternate	Ron Norton	Director, EHS & RM	Northridge	California State University, Northridge	ron.norton@csun.edu	818-677-2401
Representative	Sharon Reiter	Associate Vice President for Human Resource Services	Pomona	California State Polytechnic University	sreiter@cpp.edu	909-869-3016
Alternate	Valerie Eberle	University Risk Manager	Pomona	California State Polytechnic University	vjeberle@cpp.edu	909-869-4846
Representative	Mike Lee	Vice President, Administration and Chief Financial Officer	Sacramento	California State University, Sacramento	mikelee@csus.edu	916-278-6312
Alternate	Kirtland Stout	Director, Risk Mgmt & Business Continuity Planning	Sacramento	California State University, Sacramento	kirtland@csus.edu	916-278-7233
AORMA Rep	Leslie Davis	Executive Director	Sacramento	University Union Operation of CSUS, Inc.	leslied@saclink.csus.edu	916-278-2904
AORMA Rep	Jim Reinhart	Executive Director	Sacramento	University Enterprises, Inc. (UEI)	Jim.Reinhart@csus.edu	916-278-7001
Representative	Jody Van Leuven	Executive Director	San Bernardino	California State University, San Bernardino	jody.vanleuven@csusb.edu	909-537-3939
Alternate	Douglas R. Freer	Vice President for Administration and Finance and Chief Financial Officer	San Bernardino	California State University, San Bernardino	dfreer@csusb.edu	909-537-7130
Representative	Thomas McCarron	VP for Business & Financial Affairs	San Diego	San Diego State University	tmccarron@mail.sdsu.edu	619-594-6017
Alternate	Jessica Rentto	Interim Associate Vice President Administration	San Diego	San Diego State University	jrentto@mail.sdsu.edu	619-594-8640
Representative	Ronald Cortez	Vice President Administration & Finance/CFO	San Francisco	San Francisco State University	rscoretz@sfsu.edu	415-338-2521
Alternate	Jay Orendorff	Executive Director, Budget Administration and Operations	San Francisco	San Francisco State University	jayo@sfsu.edu	415-338-2862
AORMA/EC	Guy Dalpe	Managing Director	San Francisco	Cesar Chavez Student Center, San Francisco	gdalpe@sfsu.edu	415-338-1044
Representative	Mark Loftus	Risk & Compliance Manager	San Jose	San Jose State University	mark.loftus@sjsu.edu	408-924-2159
Alternate	Josee Larochelle	AVP for Finance	San Jose	San Jose State University	Josee.Larochelle@sjsu.edu	408-924-1550
AORMA Rep	Cheree Aguilar	Senior Director, Human Resources	San Jose	San Jose State University Research Foundation	cheree.aguilar@sjsu.edu	408-924-1505

CSURMA BOARD OF DIRECTORS MEMBERS

Effective at July 1, 2015

Representative /Alternate	Member	Position	Campus	Organization	E-Mail	Telephone Number
Representative	Dru Zachmeyer	Director, Contracts & Procurement/Risk & Real Estate Management	San Luis Obispo	California Polytechnic State University, San Luis Obispo	dzachmey@calpoly.edu	805-756-6473
Alternate	David Ragsdale	Director EH&S & Safety	San Luis Obispo	California Polytechnic State University, San Luis Obispo	dragsdal@calpoly.edu	805-756-6662
AORMA Rep	Dwayne Brummett	Director of Business Services	San Luis Obispo	Associated Students, Inc., Cal Poly San Luis Obispo	dbrummet@calpoly.edu	805-756-5768
Representative	Linda Hawk	Vice President Finance & Administrative Services	San Marcos	California State University, San Marcos	lhawk@csusm.edu	760-750-4950
Alternate	Erin Fullerton	Risk Manager	San Marcos	California State University, San Marcos	efullerton@csusm.edu	760-750-4516
Representative	Tyson Hill	Interim Senior Director for Risk Management	Sonoma	Sonoma State University	tyson.hill@sonoma.edu	707-664-4039
Alternate	Nathan Johnson	Chief and Executive Director	Sonoma	Sonoma State University	nathan.johnson@sonoma.edu	707-664-4444
Representative	Amy Thomas	Asst Director of Safety & Risk Management	Stanislaus	California State University, Stanislaus	Althomas@csustan.edu	209-667-3035
Alternate	Douglas Dawes	Vice President for Business and Finance	Stanislaus	California State University, Stanislaus	ddawes@csustan.edu	209-667-3077



CONTACT LIST

Coverage	Contact	E-Mail Address	Office	Fax
JPA Program Administrator – Alliant Insurance Services, Inc.				
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