

**BOARD OF DIRECTORS MEETING**

**Date:** Wednesday, December 18th, 2025

**Time:** 3:00pm – 5:00pm

**Location:** Multipurpose Room, Student Residence Hall

**PW:** 103739 **Dial-In:** +1 669 444 9171 **Meeting ID:** 833 3055 3660

**AGENDA**

- I. Call to Order
- II. Roll Call
- III. Approval of Consent Agenda
  - A. Approval of Agenda
    - a) December 18<sup>th</sup>, 2025
  - B. Approval of Previous Meeting Minutes
    - a) September 18<sup>th</sup>, 2025
- IV. Public Comments
- V. Presidential Update  
Dr. Thomas Parham | *President, CSUDH*
- VI. Board Chair Update  
Nicole Harper Rawlins | *Chair*
- VII. Committee Updates
  - A. Executive Committee Meeting — *December 9<sup>th</sup>, 2025*  
Nicole Harper Rawlins | *Executive Committee Chair*
  - B. Finance & Investment Committee — *December 3<sup>rd</sup>, 2025*  
Jeremy Brown | *Finance & Investment Committee Chair*
- VIII. Comprehensive Viability Overview  
Deborah Wallace | *Vice President of Administration & Finance, CSUDH*  
Amanda Dodd | *Chief Human Resources Officer*, Cherisse Ross | *Controller*
  - A. Organizational Chart Update  
*Review of an updated TAP organizational chart reflecting recent structural changes implemented as part of Phase One of the TAP Viability Review.*
  - B. Delegation of Signature Authority Memo  
*President-Approved and Redlined Version*
  - C. Chancellor’s Office Discussions Regarding Fiscal Health  
*Briefing on FAP, CSU auxiliaries overview, shared services modeling, and Delegation of Signature Authority memos; governance implications.*
    - a) Campus Fiscal Action Plan (FAP)
    - b) Brief Overview of CSU Auxiliary Organizations
    - c) Current State of CSU Auxiliaries
      - i. Shared Services Modeling
      - ii. OSRP as an Auxiliary and Impact on TAP
      - iii. Budget-to-Actuals and Financial Projections

**IX. Consent Action Items**

**A. Non-Discrimination Policy**

*Approval of the standalone Non-Discrimination, Harassment and Retaliation Policy, expanded from TAP’s Employee Handbook to establish a governance-level standard consistent with CSU Executive Orders and federal civil rights requirements.*

**B. Retirement Committee Charter Revision**

*Approval of revisions to the Retirement Committee Charter to clarify fiduciary responsibilities, update committee membership expectations, and realign the delegated authority previously assigned to the Executive Director.*

**C. Constitution & Bylaws Revision — Governance Structure and Delegated Authority Updates**

*Approval of consolidated revisions to the TAP Constitution and Bylaws that align the document with TAP’s post–Executive Director structure, tie signature authority to the current Delegation of Signature Authority, and update officer and committee language to reflect current practice.*

**X. Informational Items**

**A. Reserve Policy**

*Review of proposed Reserve Policy refinements, including clarifications to target reserve levels, classifications, and usage parameters for TAP operating and capital reserves.*

**B. [Advisory Audit Observation Status Update](#)**

*Briefing on the current status of TAP’s Advisory Audit observations, including progress on remediation activities, documentation provided to the CSU Chancellor’s Office, and any items expected to extend into the next reporting period.*

**XI. Other Items**

**A. [TAP Staff Appreciation and Morale-Building Event Poll](#)**

*Review poll results and vote to approve the event concept, date window, and budget cap for a TAP staff appreciation and morale initiative, authorizing staff to finalize vendors and logistics.*

**XII. Adjournment**

**UPCOMING MEETINGS AND EVENTS**

<b>Event</b>	<b>Date</b>
<b>Board of Directors Meeting</b>	<b>March 19<sup>th</sup>, 2026</b>
<b>Board of Directors Retreat</b>	<b>April 2026</b> <i>(TBD at 09/18/25 BOD Meeting)</i>
<b>Board of Directors Meeting</b>	<b>June 11<sup>th</sup>, 2026</b>

*\*Unless otherwise noted, board-related meetings are held virtually.*