

A D V A N C E M E N T
FOUNDATION

H U M B O L D T S T A T E U N I V E R S I T Y

**MINUTES OF THE
GOVERNANCE COMMITTEE MEETING**

**February 6, 2014
Corbett Conference Room**

Present:

Heather Bernikoff-Raboy (by phone)
Alisa Judge (by phone)
Alistair McCrone
Jason Ramos

Not present:

Gary Blatnick

Guests:

Mary Kay Hartman
Craig Wruck

1. Call to order

The meeting was called to order by Committee Chair Alisa Judge at 1:32 p.m.

2. Visitor comments

There were no visitors at the meeting.

3. Minutes of November 7, 2013 meeting

Upon motion duly made, seconded and unanimously carried, it was

RESOLVED, that the Minutes of the meeting of November 7, 2013 are approved.

4. HSUAF Organizational Structure

The Executive Director discussed the Advancement Foundation Organizational Structure document, which was finalized by the Governance Committee at the last meeting. The document

will be presented to the Development Committee at their meeting on February 17, as well as the Board of Directors at the April 25 meeting.

5. Update on current University Advancement organizational chart

The Executive Director explained the organizational chart for University Advancement, mentioning that Advancement was in the final stages of selecting an Executive Director of Development. There are vacancies listed, which will be filled once the Executive Director of Development arrives and has an opportunity to consider the organization of the Development Office.

6. HSU Foundations Structure Task Force

The Foundations Task Force recommended that the foundations and auxiliary organizations reorganize into two primary entities, the “Humboldt State University Foundation (HSUF)” and the “Humboldt State Associated Students & Student Union (HSAS),” with actual names to be determined. It was also recommended that the President create two working groups: (1) Business/Human Resources/Efficiency and Financial Savings (led by Joyce Lopes), which is responsible for exploring changes that will be required in the University’s business processes, human resource issues and estimating increases in efficiencies and reduction in overall costs, and (2) Governance and Legal Review (led by Craig Wruck), which will explore the restructuring of the governance of the two proposed entities and the legal issues that may result from the reorganization. In addition to campus representatives, several community members having experience with the University will be included in the latter group.

Each of these groups will report to a Steering Committee, which will review the recommendations of the working groups and make a final recommendation to the President. The entire process will take most of the spring semester to complete, with the President making a final decision by the beginning of May.

7. Preparation for Board recruitment

The Chair gave a report on preparation for Board recruitment, discussing the purposes of interviewing (to recruit qualified Directors and create a positive impression in the community), both the hidden and explicit costs of recruiting (hard costs such as time, travel and staff salary, and soft costs such as donation impact, individual credibility, University reputation and lost opportunities), qualifications to be a Director, developing an “HSU elevator pitch,” and behavioral interviewing.

The meeting was adjourned at 2:20 p.m.