

**CAL POLY POMONA FOUNDATION, INC.
CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA**

PROGRAM COMMITTEE MEETING

**Monday, May 6, 2013
10:30 am – 12:00 pm
Building #55 - Executive Conference Room**

AGENDA

CONSENSUS ACTION ITEMS

PAGE

Consensus Action Items: Items in this section are considered to be routine and acted on by the committee in one motion. Each item of the Consent agenda approved by the committee shall be deemed to have been considered in full and adopted as recommended. Any committee member may request that a consent item be removed from the consent agenda to be considered as a separate action item. If no additional information is requested, the approval vote will be taken without discussion.

- | | | | |
|----|---|----------------|-------|
| 1. | Minutes February 11, 2013 Meeting
ACTION: Approval | Dr. Doug Freer | 1 - 2 |
|----|---|----------------|-------|

ACTION ITEMS

- | | | | |
|----|---|--------------|---------|
| 2. | 2013-2014 Budget for Capital Improvements
And Program Changes
ACTION: Approval | Paul Storey/ | 3 – 11 |
| 3. | Dining Services and Bookstore
Summer & Fall Hours of Operation
ACTION: Approval | Paul Storey | 12 - 20 |

DISCUSSION ITEMS

None

INFORMATION ITEMS

The following items provide information and reports by management staff to the committee. Staff and committee may engage in discussion on any item if requested by committee member or staff member.

- | | | | |
|----|---|-------------|---------|
| 4. | CSU Auxiliary Compliance Audit | Paul Storey | 21 |
| 5. | Dining Services Satisfaction Survey Results | Paul Storey | 22 - 23 |
| 6. | Village Housing Residential Experience Survey Results | Paul Storey | 24 - 28 |
| 7. | Executive Director's Report | Paul Storey | |

OPEN FORUM

CAL POLY POMONA FOUNDATION, INC.
Program Committee Meeting Minutes
February 11, 2013

Present: Susie Diaz, Doug Freer, Jordan Kittleson, Edward Merritt, James Priest via WebEx and
Cassandra Reyes

Absent: John McGuthry, Lowell Overton and Scott Warrington

Guests: Anne McLoughlin, Dennis Miller, Aaron Neilson, Debra Poe, David Prenovost, and Paul Storey

Doug Freer called the meeting to order at 1:00pm.

Consensus Action Items

1. Minutes – November 7, 2012

Program Committee Chair Doug Freer stated the November 7, 2012 minutes were approved by consent.

Action Items

2. Bronco Bookstore Consultant's Recommendations

The Bronco Bookstore entered into an agreement with Connect2One, an organization that is an alliance of Independent College Bookstores, to assist with addressing multi-year planning issues. The goal of the update is to ensure that the Bookstore's programs remain aligned with evolving conditions on the campus and in the overall market.

A motion was made by Edward Merritt to approve and recommend the Bronco Bookstore Strategic Plan Update be presented to the Board of Directors. The motion was seconded by Susie Diaz and approved.

Discussion Items

None presented

Information Items

3. CPP Food Truck Update

The truck is currently being constructed by California Cart Builders located in Lake Elsinore California and will include the first-ever mobile "We Proudly Brew" Starbucks concept. We have obtained permission to park the truck during the morning on Red Gum Lane near the parking structure. We're also looking at the courtyard between buildings 2 and 7 during lunch time, as this section of campus has been identified as underserved in regards to dining options in our Envision Strategies report. The truck will also serve as a potential mobile solution to sporting events, tournaments, and our partners at Innovation Village. Completion date is currently targeted for mid-April, and implementation on the Cal Poly Pomona campus during the first week of May 2013.

4. Kellogg West Renovations Update

From mid-December to early January, Kellogg West's front desk, lobby dining room and lower-level exhibit lounge underwent a major overhaul. These areas now have a fresh contemporary appearance

with new furniture, artwork, flooring, and paint. KW will host an open house on Tuesday, February 12, 2013 from 4:00-6:00pm.

5. Executive Director's Report

1. University Housing Services and Foundation Dining Services Directors worked together to remodel the lobby of Los Olivos and install a new grill and refrigerated stand in the Los Olivos servery. The capital budget request for these renovations was approved by the Board of Directors at the May 2012 meeting. The total cost of the renovation was \$93,337.42.
2. The CSU Auxiliary Compliance Audit will begin on March 25, 2013 and will run through April 26, 2013.

Open Forum

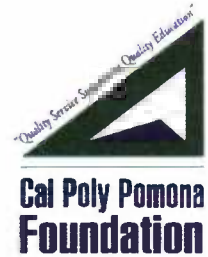
Meeting ended at 1:50pm

Respectfully submitted,

A handwritten signature in black ink that reads "Douglas R. Freer" followed by a horizontal line.

Douglas R. Freer, Program Committee Chair

Memorandum



Date: May 1, 2013

To: Program Committee
Cal Poly Pomona Foundation, Inc.

From: G. Paul Storey *G. Paul Storey*
Executive Director

Subject: 2013-14 Capital Improvements and Program Updates

The Cal Poly Pomona Foundation 2013-14 Capital Improvement Program will be part of the budget request for the May Board and Finance Committee meetings. The proposed capital improvement program for 2013-14 totals \$3,824,500. There are also capital funds carried forward from prior years of \$488,503. The Total Capital Budget with prior year carryover is \$4,313,003.

WHEREAS, the Foundation management has reviewed and approved the proposed budgets and forecasts for capital improvements, and

WHEREAS, the Program Committee has reviewed and discussed these proposed capital improvements, pursuant to Foundation Budget Process Policy No. 118, and

NOW, THEREFORE, the Program Committee recommends that the 2013-14 Capital Improvements be included in the Proposed Operating and Capital Budgets for fiscal year 2013-14 being submitted to the Board for review and approval at its next regularly scheduled meeting.

Passed and adopted this 6th day of May 2013.

By: *Douglas Rf*
Dr. Douglas Freer, Chair
Program Committee

**CAL POLY POMONA FOUNDATION, INC.
2013-14 PROPOSED CAPITAL BUDGET**

	Prior Years Remaining	Proposed Detail 2013-14	Proposed Total 2013-14	
Enterprise Activities				
Foundation Housing				
	235,303	696,000		Security camera system replacement (\$100,000), Security gate system replacement (\$80,000), Refurbish Phase II (\$155,000), Bathroom vanities Phases I and II (\$61,000), Kitchen cabinets Phase II (\$275,000), Carpet replacement-various apts (\$25,000)
			696,000	
Bronco Bookstore				
	-	40,000	40,000	Sales floor space (\$30,000), Repair atrium doors (\$10,000)
Dining Services				
	16,000	147,500		POS upgrade (\$10,000), Bldg 97 generator hookup (\$18,000), Bldg 97 lighting retro (\$60,000), Bldg 97 fire alarm (\$30,000), Kikka workstation (\$4,500), Mobile implementation project (\$10,000), Jamba Juice equipment (\$15,000)
	5,000			Tables and chairs for patio with umbrellas
		50,000		Shop 24 infrastructure
		229,000		Server refresh- counters, floor, abatement, cabinets, paint, lights, add vegan station, ceiling
		10,600		Magellan 8405 scanner/scale, sapphire glass, produce rail (\$4,600), Office space optimization (\$6,000)
		234,000		Truck (\$15,000), Walk in doors, paint kitchen and PDR's, stone tops for 2 cabinets, curtains for dining room, upgrades to dining area (\$219,000)
		5,400		Turbo chef oven
		18,000		Install booths
		23,000		Brand refresh- license frees, prepare for new contract
			717,500	
Kellogg West Conference Center & Lodge				
		1,000,000		Crestview Bldg 77 exterior and courtyard update
			1,000,000	
Facilities				
	-			No capital budget requested
			-	
Real Estate Activities				
	13,000	192,000		Patch & paint exterior (\$110,000), LED wall lights (\$11,000), Repair and resurface decks and stairways (\$63,000), HVAC compressor replacement (\$8,000)
		50,000		Master planning consultant fees
		31,000		Fire alarm system replacement
		52,000		Exterior paint (\$17,000), Energy management system (\$7,000), Fan motor replacement (\$10,000), Atrium furniture and trash containers (\$8,000), Door repair (\$10,000)
			325,000	

**CAL POLY POMONA FOUNDATION, INC.
2013-14 PROPOSED CAPITAL BUDGET**

		Prior Years Remaining	Proposed Detail 2013-14	Proposed Total 2013-14	
College of Ag					
	Spadra/Westwind Ranch		59,000		Pickup truck (\$29,000), John Deere Gator (\$15,000), Tropic Breeze wind machine R/R (\$15,000)
	Pine Tree Ranch	77,000	60,000		Repairs to residence/Phase 2
	Farm Store	55,000	255,000		Re-location of Farm Store entrance
	Arabian Horse Center		50,000		Digital X-ray machine
	Vet Clinic		80,000		Stationary X-ray machine
				504,000	
College of Science					
	Chemistry Agilent Project	10,000		-	Computer Equipment
College of Extended University					
	CPELI Standard		310,000	310,000	48'x60' modular building (\$165,000), Concrete slab (\$75,000), Signage for building and CPELI complex area (\$50,000), Electrical, plumbing, and utility set up (\$20,000)
Administration					
	Human Resources		12,000		3 Kronos touch terminals
	Marketing		10,000		Wide format printer z6200
	Admin	15,000	70,000		Bldg 55 HVAC units (\$60,000), Exterior paint Bldg 55 (\$10,000)
	Management Info Systems		45,000		Kronos updates- expansion of services and upgrade from 6.1 to 6.3. Wrap up interface work related to upgrade
	Management Info Systems		15,000		SAN storage expansion- to ensure adequate space for disaster recovery, disk-to-disk recovery and anticipated growth in data services
	Management Info Systems		15,000		Disaster recovery equipment migration to COLO- project costs for the movement of equipment and services to co-location and sync DR data
	Management Info Systems	12,200			Disk to Disk Back-up solution- For enterprise backup and recover as well as disaster recovery capability
	Management Info Systems		15,000		Mobile device lab- preproduction testing environment to provide mobile file access and security improvements
	Management Info Systems		30,000		VM VDI hardware/software purchases- to expand virtual desktops to reduce desktop hardware costs
	Management Info Systems	50,000			OneSolution/Endowment Software Upgrade- To provide more efficient processing of donations and endowments
	Management Info Systems		20,000		Security log monitoring software
				232,000	
Total Administration				232,000	
Prior Years and Proposed Capital Budget		488,503		3,824,500	
Total Prior Years and Proposed Capital Budget				4,313,003	

Note - the proposed capital budget assumes funding of \$1,309,000 from the Capital Reserve, \$229,000 from the Residential Board Meal Program Surplus Reserve and \$1,104,997 from the operations of the units.

CAL POLY POMONA FOUNDATION, INC.
 PROPOSED BUDGET
 SUMMARY STATEMENT OF ACTIVITY

FISCAL YEAR	REVENUE			EXPENSES			NET SURPLUS/(DEFICIT)		
	Revised Budget	Current Forecast	Proposed Budget	Revised Budget	Current Forecast	Proposed Budget	Revised Budget	Current Forecast	Proposed Budget
	2012-2013	2012-2013	2013-2014	2012-2013	2012-2013	2013-2014	2012-2013	2012-2013	2013-2014
GENERAL ACTIVITIES:									
ADMINISTRATION	3,869,369	3,524,669	3,905,179	4,689,704	4,642,488	4,823,244	(820,335)	(1,117,819)	(918,065)
REAL ESTATE	2,801,494	2,878,661	3,025,784	2,495,506	2,607,427	2,634,571	305,988	271,234	391,213
INVESTMENTS	632,828	1,198,189	502,900	22,289	18,166	49,519	610,539	1,180,023	453,381
TOTAL GENERAL ACTIVITIES	7,303,691	7,601,519	7,433,863	7,207,499	7,268,081	7,507,334	96,192	333,438	(73,471)
ENTERPRISE ACTIVITIES:									
Bookstore									
BRONCO BOOKSTORE	10,241,960	10,495,871	10,395,560	9,934,926	10,192,957	10,083,344	307,034	302,914	312,216
Total Bookstore	10,241,960	10,495,871	10,395,560	9,934,926	10,192,957	10,083,344	307,034	302,914	312,216
Dining Services									
FOUNDATION MAINTENANCE	0	0	0	2	0	1	(2)	0	(1)
POLY TROLLEY	0	0	295,000	0	0	290,051	0	0	4,949
FRESH ESCAPES	94,593	95,000	94,454	92,023	85,428	84,077	2,570	9,572	10,377
CARL'S JR.	458,423	453,374	455,596	360,634	378,397	384,284	97,789	74,977	71,312
PONY EXPRESS - CCMP	540,050	566,085	568,625	430,107	444,597	455,821	109,943	121,488	112,804
PONY EXPRESS - CLA	188,385	195,027	195,725	162,973	178,288	180,396	25,412	16,739	15,329
CTTI CAFÉ	152,400	105,591	111,317	149,264	144,523	159,000	3,136	(38,932)	(47,683)
POLY FRESH	399,000	415,000	410,004	354,681	384,741	366,398	44,319	30,259	43,606
PONY EXPRESS - ENV	54,460	50,200	51,460	50,116	45,793	48,429	4,344	4,407	3,031
STARBUCKS COFFEE	871,200	870,233	882,050	787,796	784,125	790,936	83,404	86,108	91,114
PANDA EXPRESS	127,700	126,000	127,700	12,228	12,280	13,008	115,472	113,720	114,692
KIKKA SUSHI	81,200	78,100	75,268	37,995	40,722	39,658	43,205	37,378	35,610
LOS OLIVOS	4,422,498	4,716,865	4,831,575	4,094,750	4,214,353	4,431,024	327,748	502,512	400,551
VISTA CAFÉ	1,222,038	1,265,572	1,268,483	1,199,105	1,239,966	1,237,586	22,933	25,606	30,897
DENNY'S	900,388	852,319	821,835	853,289	905,160	823,842	47,099	(52,841)	(2,007)
VENDING	125,400	96,200	298,220	103,414	104,120	250,593	21,986	(7,920)	47,627
QDOBA	289,606	555,351	619,000	266,263	437,117	522,634	23,343	118,234	96,366
SUBWAY	758,003	850,000	831,860	625,790	725,280	720,328	132,213	124,720	111,532
ROUND TABLE	394,300	396,000	372,403	301,208	307,897	297,858	93,092	88,103	74,545
DINING ADMINISTRATION	0	0	0	860,984	921,661	999,122	(860,984)	(921,661)	(999,122)
EINSTEIN'S BAGELS	543,079	346,441	349,500	516,246	354,500	342,878	26,833	(8,059)	6,622
PONY EXPRESS AT CBA	702,185	755,379	1,012,144	655,057	637,071	777,166	47,128	118,308	234,978
FRESHENS/PURA VIDA	198,500	206,576	202,000	176,500	198,324	194,823	22,000	8,252	7,177
TACO BELL	289,606	257,749	261,648	230,192	203,799	217,520	59,414	53,950	44,128
BRONCO BUCKS CARD OFFICE	137,996	138,240	144,516	136,063	138,240	144,520	1,933	0	(4)
BSC & CAMPUS CENTER/OVERHEAD	0	0	0	0	0	0	0	0	0
SCE LOBBY SHOP	85,955	83,896	84,755	72,800	78,641	74,957	13,155	5,255	9,798
KW - CATERING/CONF. FOODS	1,811,267	1,596,638	1,762,355	1,846,112	1,756,098	1,857,803	(34,845)	(159,460)	(95,448)
Total Dining Services	14,848,232	15,071,836	16,127,493	14,375,592	14,721,121	15,704,713	472,640	350,715	422,780
K.W. Conference Ctr. & Lodge	1,431,126	1,411,756	1,547,482	1,405,760	1,371,207	1,543,384	25,366	40,549	4,098
University Village	8,126,675	8,445,299	8,599,252	6,978,241	6,700,708	7,186,337	1,148,434	1,744,591	1,412,915
TOTAL ENTERPRISE ACTIVITIES	34,647,993	35,424,762	36,669,787	32,694,519	32,985,993	34,517,778	1,953,474	2,438,769	2,152,009
TOTAL GENERAL & ENTERPRISE ACTIVITIES	41,951,684	43,026,281	44,103,650	39,902,018	40,254,074	42,025,112	2,049,666	2,772,207	2,078,538

CAL POLY POMONA FOUNDATION, INC. PROPOSED BUDGET SUMMARY STATEMENT OF ACTIVITY FISCAL YEAR	REVENUE			EXPENSES			NET SURPLUS/(DEFICIT)		
	Revised Budget	Current Forecast	Proposed Budget	Revised Budget	Current Forecast	Proposed Budget	Revised Budget	Current Forecast	Proposed Budget
	2012-2013	2012-2013	2013-2014	2012-2013	2012-2013	2013-2014	2012-2013	2012-2013	2013-2014
DESIGNATED GIFTS - University	0	0	0	1,273,096	1,127,451	1,626,664	(1,273,096)	(1,127,451)	(1,626,664)
SURPLUS (DEFICIT) AFTER DESIGNATED GIFTS	41,951,684	43,036,281	44,103,650	41,175,114	41,391,525	43,651,776	776,570	1,644,756	451,874
SUPPLEMENTAL PROGRAMS									
RESEARCH OFFICE	160,000	1,350,000	1,360,178	114,844	1,304,398	1,314,582	45,156	45,602	45,596
AGRICULTURE UNITS	3,129,118	2,940,559	3,276,681	3,025,086	2,880,121	3,201,133	104,032	60,438	75,548
CONTINUING EDUCATION	2,965,070	3,429,085	3,767,358	2,513,394	2,739,133	2,853,598	451,676	689,952	913,760
UNRESTRICTED FOUNDATION PROGRAMS	1,017,696	793,304	793,308	1,017,696	793,304	793,308	0	0	0
TOTAL SUPPLEMENTAL	7,271,884	8,512,948	9,197,525	6,671,020	7,716,956	8,162,621	600,864	795,992	1,034,904
TOTAL SURPLUS (DEFICIT) UNRESTRICTED	49,223,568	51,549,229	53,301,175	47,846,134	49,108,481	51,814,397	1,377,434	2,440,748	1,486,778
RESTRICTED:									
Endowments/Investments	5,042,982	17,434,785	13,747,569	3,594,230	2,324,316	4,262,917	1,448,752	15,110,469	9,484,652
FDN Programs	0	7,720,593	7,720,596	0	5,542,228	5,542,224	0	2,178,365	2,178,372
TOTAL RESTRICTED	5,042,982	25,155,378	21,468,165	3,594,230	7,866,544	9,805,141	1,448,752	17,288,834	11,663,024
TOTAL	54,266,550	76,704,607	74,769,340	51,440,364	56,975,025	61,619,538	2,826,186	19,729,582	13,149,802

CAL POLY POMONA FOUNDATION, INC.
PROPOSED BUDGET
SUMMARY STATEMENT OF ACTIVITY
FISCAL YEAR

DEPRECIATION & AMORTIZATION
Revised Current Proposed
Budget Forecast Budget
2012-2013 2012-2013 2013-2014

Carryover
Revised
Budget
2012-2013

CAPITAL REQUESTS
Current Prior Proposed
Forecast Years Budget
2012-2013 Carryover 2013-2014

NET CASH GENERATED
Revised Current Proposed
Budget Forecast Budget
2012-2013 2012-2013 2013-2014

GENERAL ACTIVITIES:

ADMINISTRATION	158,544	133,222	156,852	305,000	227,800	77,200	232,000	(966,791)	(1,212,397)	(1,070,413)
REAL ESTATE	888,123	992,189	1,000,140	192,500	27,000	13,000	325,000	1,001,611	1,236,423	1,053,353
INVESTMENTS	0	0	0					610,539	1,180,023	453,381
TOTAL GENERAL ACTIVITIES	1,046,667	1,125,411	1,156,992	497,500	254,800	90,200	557,000	645,359	1,204,049	436,321

ENTERPRISE ACTIVITIES:

Bookstore

BRONCO BOOKSTORE	136,176	137,808	142,176	25,000			40,000	418,210	440,722	414,392
Total Bookstore	136,176	137,808	142,176	25,000	0	0	40,000	418,210	440,722	414,392

Dining Services

FOUNDATION MAINTENANCE	3,600	3,600	3,600					3,598	3,600	3,599
POLY TROLLEY	0	0	30,000	300,000	300,000			(300,000)	(300,000)	34,949
FRESH ESCAPES	4,452	4,500	4,452					7,022	14,072	14,829
CARL'S JR.	18,132	20,226	17,304					115,921	95,203	88,616
PONY EXPRESS - CCMF	4,212	5,400	4,212					114,155	126,888	117,016
PONY EXPRESS - CLA	3,936	4,000	3,936					29,348	20,739	19,265
CTTI CAFÉ	10,200	8,400	8,400	25,000	11,000			(11,664)	(41,532)	(39,283)
POLY FRESH	25,368	24,070	23,880					69,687	54,329	67,486
PONY EXPRESS - ENV	1,380	400	400	5,000		5,000		724	4,807	(1,569)
STARBUCKS COFFEE	41,796	25,000	20,520					125,200	111,108	111,634
PANDA EXPRESS	372	370	1,152					115,844	114,090	115,844
KIKKA SUSHI	21,672	21,660	21,672					64,877	59,038	57,282
LOS OLIVOS	100,968	101,471	100,968	85,000	97,000		229,000	343,716	506,983	272,519
VISTA CAFÉ	4,020	4,018	4,020	16,000	10,000		10,600	10,953	19,624	24,317
DENNYS	9,000	5,894	5,892					56,099	(46,947)	3,885
VENDING	3,168	3,168	9,996				50,000	25,154	(4,752)	7,623
QDOBA	42,672	37,835	49,800	300,000	312,000			(233,985)	(155,931)	146,166
SUBWAY	28,452	28,452	28,092				5,400	160,665	153,172	134,224
ROUND TABLE	7,380	9,300	9,300				18,000	100,472	97,403	65,845
DINING ADMINISTRATION	105,948	102,000	105,948	30,000	14,000	16,000	147,500	(785,036)	(833,661)	(1,056,674)
EINSTEIN'S BAGELS	17,700	36,620	32,076	142,100	40,000			(97,567)	(11,439)	38,698
PONY EXPRESS AT CBA	35,420	35,420	22,800	100,000	60,000			(17,452)	93,728	257,778
FRESHENS/PURA VIDA	26,820	22,500	22,428					48,820	30,752	29,605
TACO BELL	13,726	13,368	14,616				23,000	73,140	67,318	35,744
BRONCO BUCKS CARD OFFICE	0	0	0					1,933	0	(4)
BSC & CAMPUS CENTER/OVERHEAD	0	0	0					0	0	0
SCE LOBBY SHOP	2,280	2,280	2,280					15,435	7,535	12,078
KW - CATERING/CONF. FOODS	36,965	36,998	31,493	187,500	295,000		234,000	(185,380)	(417,462)	(297,955)
Total Dining Services	569,639	556,950	579,237	1,190,600	1,139,000	21,000	717,500	(148,321)	(231,335)	263,517
K.W. Conference Ctr. & Lodge	64,800	76,544	84,000	212,000	212,000		1,000,000	(121,834)	(94,907)	(911,902)
University Village	1,912,344	1,840,618	1,923,120	573,000	304,189	235,303	696,000	2,487,778	3,281,020	2,404,732
TOTAL ENTERPRISE ACTIVITIES	2,682,959	2,611,920	2,728,533	2,000,600	1,655,189	256,303	2,453,500	2,635,833	3,395,500	2,170,739
TOTAL GENERAL & ENTERPRISE ACTIVITIES	3,729,626	3,737,331	3,885,525	2,498,100	1,909,989	346,503	3,010,500	3,281,192	4,599,549	2,607,060

CAL POLY POMONA FOUNDATION, INC. PROPOSED BUDGET SUMMARY STATEMENT OF ACTIVITY FISCAL YEAR	DEPRECIATION & AMORTIZATION			Carryover	CAPITAL REQUESTS			NET CASH GENERATED		
	Revised	Current	Proposed	Revised	Current	Prior	Proposed	Revised	Current	Proposed
	Budget	Forecast	Budget	Budget	Forecast	Years	Budget	Budget	Forecast	Budget
	2012-2013	2012-2013	2013-2014	2012-2013	2012-2013	Carryover	2013-2014	2012-2013	2012-2013	2013-2014
DESIGNATED GIFTS - University	0	0	0	0	0	0	0	(1,273,096)	(1,127,451)	(1,626,664)
SURPLUS (DEFICIT) AFTER DESIGNATED GIFTS	3,729,626	3,737,331	3,885,525	2,498,100	1,909,989	346,503	3,010,500	2,008,096	3,472,098	980,396
SUPPLEMENTAL PROGRAMS										
RESEARCH OFFICE	0	0	0					45,156	45,602	45,596
AGRICULTURE UNITS	38,163	30,357	52,458	292,700	100,000	132,000	504,000	(150,505)	(9,205)	(507,994)
CONTINUING EDUCATION	19,006	20,919	58,819	10,000		10,000	310,000	460,682	710,871	652,579
UNRESTRICTED FOUNDATION PROGRAM	0	0	0					0	0	0
TOTAL SUPPLEMENTAL	57,169	51,276	111,277	302,700	100,000	142,000	814,000	355,333	747,268	190,181
TOTAL SURPLUS (DEFICIT) UNRESTRICTED	3,786,795	3,788,607	3,996,802	2,800,800	2,009,989	488,503	3,824,500	2,363,429	4,219,366	1,170,577
RESTRICTED:										
Endowments/Investments								1,448,752	15,110,469	9,484,652
FDN Programs								0	2,178,365	2,178,372
TOTAL RESTRICTED								1,448,752	17,288,834	11,663,024
TOTAL	3,786,795	3,788,607	3,996,802	2,800,800	2,009,989	488,503	3,824,500	3,812,181	21,508,200	12,833,601

CAL POLY POMONA FOUNDATION, INC.
2012-13 PROPOSED BUDGET
SUMMARY OF SOURCES AND USES OF FUNDS

	Revised 2012-2013 BUDGET	2012-2013 FORECAST	2013-2014 PROPOSED BUDGET
SOURCES OF CASH			
SURPLUS (DEFICIT)			
Administration	(820,335)	(1,117,819)	(918,065)
Real Estate	305,988	271,234	391,213
Investments	610,539	1,180,023	453,381
Bookstores	307,034	302,914	312,216
Dining Services	472,640	350,715	422,780
Kellogg West Conference Center	25,366	40,549	4,098
University Village	1,148,434	1,744,591	1,412,915
Supplementary Programs	600,864	795,992	1,034,904
TOTAL OPERATING SURPLUS (DEFICIT)	<u>2,650,530</u>	<u>3,568,199</u>	<u>3,113,442</u>
Designated Gifts	(1,273,096)	(1,127,451)	(1,626,664)
NET OPERATING SURPLUS (DEFICIT)	<u>1,377,434</u>	<u>2,440,748</u>	<u>1,486,778</u>
NON-CASH TRANSACTIONS:			
Depreciation and Amortization	3,786,795	3,788,607	3,996,802
Post Retiree Medical Benefits - See Note 1	1,096,882	899,363	1,025,290
TOTAL CASH GENERATED BY OPERATIONS	<u>6,261,111</u>	<u>7,128,718</u>	<u>6,508,870</u>
FINANCING			
Repayment of principal loan to ENV for Model Studio	26,570	26,570	27,964
Alternative Investments - Innovation Village Infrastructure Ph I	300,000	300,000	300,000
TOTAL SOURCES OF FINANCING	<u>326,570</u>	<u>326,570</u>	<u>327,964</u>
RESERVES			
Pine Tree Ranch Reserve	77,700		
Insurance Reserve		180,000	
Capital Reserve			1,309,000
Residential Board Meal Program Surplus Reserve	85,000	93,337	229,000
TOTAL SOURCES FROM RESERVES	<u>162,700</u>	<u>273,337</u>	<u>1,538,000</u>
TOTAL SOURCES OF CASH	<u>6,750,381</u>	<u>7,728,625</u>	<u>8,374,834</u>
USES OF CASH			
CAPITAL EXPENDITURES			
University Village	553,000	304,189	696,000
Bookstore	25,000		40,000
Dining Services	1,081,000	1,139,000	717,500
Kellogg West	212,000	212,000	1,000,000
Real Estate	192,500	27,000	325,000
Agricultural Units	125,000	100,000	504,000
Continuing Education	10,000		310,000
Administration	270,000	227,800	232,000
Prior Year Carryover	332,300		488,503
TOTAL CAPITAL EXPENDITURES	<u>2,800,800</u>	<u>2,009,989</u>	<u>4,313,003</u>
INVESTING			
University Village Bond payment - 2005A & B	570,000	570,000	595,000
CTTi Bond payment - 2007	180,000	180,000	185,000
TOTAL USES OF FINANCING	<u>750,000</u>	<u>750,000</u>	<u>780,000</u>
RESERVES			
Agriculture Program Reserve @ 55% net Annual Surplus	54,181	24,855	31,545
Cafeteria State Share Reserve			
Capital Reserve @ 1.75% of Gross Auxiliary Revenues	868,803	753,135	771,814
Emergency Reserve			
Indirect Cost Disallowance Reserve			
Innovation Village Demo Reserve	82,693	46,487	8,130
Insurance Reserve	60,950	60,950	109,109
Pine Tree Ranch Reserve @ 50% net Annual Surplus	3,037	8,386	9,607
Post Retiree Medical Benefits Trust - see Note 1	1,000,000	1,000,000	1,000,000
Research & Sponsored Programs	20,000	20,000	20,000
Residential Board Meal Program Surplus Reserve excess 7%	62,398	219,500	110,653
Venture Capital/Real Estate Reserve @ 1.0% of Gross Rev.	21,451	430,363	441,037
TOTAL RESERVE CONTRIBUTIONS	<u>2,173,513</u>	<u>2,563,676</u>	<u>2,501,895</u>
TOTAL USES OF CASH	<u>5,724,313</u>	<u>5,323,665</u>	<u>7,594,898</u>
NET SOURCES & (USES) OF CASH	<u>1,026,068</u>	<u>2,404,960</u>	<u>779,936</u>
BEGINNING OF THE YEAR WORKING CAPITAL LESS CONTINGENCY		<u>6,871,276</u>	<u>9,276,236</u>
NET WORKING CAPITAL AVAILABLE END OF YEAR - Note 2		<u>9,276,236</u>	<u>10,056,172</u>
Minimal Two Months Working Capital Reserve Required		<u>5,622,351</u>	<u>5,829,713</u>

**CAL POLY POMONA FOUNDATION, INC.
SOURCES/(USES) AND WORKING CAPITAL**

	Balance as of 6/30/2012	Forecast Fiscal 12/13	Proposed Budgeted 13/14	Net End of 6/30/2014	Goal
Sources of Funds:					
Fund Balance (Unrestricted)	27,782,505	2,440,748	1,486,778	31,710,031	
Restatement of Fund Balance due to OPEB GASB	10,251,600			10,251,600	
Current & Long term debt					
University Village Series 2005	25,555,000	(570,000)	(595,000)	24,390,000	
CTTI Bonds Series 2007	3,150,000	(180,000)	(185,000)	2,785,000	
Excess of Accounts Receivable over Accounts Payable	2,826,838			2,826,838	
Post Retiree Medical Benefits - Note 1	1,847,759	899,363	1,025,290	3,772,412	3,772,412
Total Available	71,413,702	2,590,111	1,732,068	75,735,881	
Uses of Funds					
Investment in fixed assets	94,798,749	2,009,989	4,313,003	101,121,741	
Depreciation	(38,953,067)	(3,788,607)	(3,996,802)	(46,738,476)	
Inventory	2,669,900			2,669,900	
Reserves :					
Board Designated Reserves					
Agriculture Program Reserve	75,000	24,855	31,545	131,400	75,000
Cafeteria State Share Reserve	182,062			182,062	
Capital Reserve	3,014,905	753,135	(537,186)	3,230,854	6,000,000
Emergency Reserve	120,152			120,152	
Indirect Cost Dissallowance Reserve	404,656			404,656	492,195
Innovation Village Demo Reserve		46,487	8,130	54,617	
Insurance Reserve	137,448	(119,050)	109,109	127,507	
Pine Tree Ranch Reserve	140,886	8,386	9,607	158,879	75,000
Auxiliaries Multiple Employer VEBA Trust - Note 1		1,000,000	1,000,000	2,000,000	
Research & Sponsored Programs	74,521	20,000	20,000	114,521	
Residential Board Meal Program Surplus Res	1,159,764	126,163	(118,347)	1,167,580	
Venture Capital/Real Estate Reserve	477,007	430,363	441,037	1,348,407	6,000,000
Other	22,461			22,461	
LOANS:					
Loan to College of ENV for modular building shop	217,982	(26,570)	(27,964)	163,448	
Alternative Investments - Innovation Village Infrastructure Ph I		(300,000)	(300,000)	(600,000)	
Total Uses	64,542,426	185,151	952,132	65,679,709	
Available for Working Capital	6,871,276	2,404,960	779,936	10,056,172	
Net Working Capital - Note 2	6,871,276	9,276,236	10,056,172	10,056,172	
Minimal Two Months Working Capital Reserve Required	4,903,281	5,622,351	5,829,713	5,829,713	

Note 1 - Forecast and Proposed Budget includes funding of \$1.0 million each year; the Post Retirement Med Benefit is not considered a Use of Cash

Note 2 - Net Working Capital does not include cash advances for Sponsored Programs per policy # 172



Date: April 26, 2013

To: Program Committee
Cal Poly Pomona Foundation, Inc.

From: G. Paul Storey *G. Paul Storey*
Foundation Executive Director

**RE: DINING SERVICES' PROPOSED 2013 SUMMER BREAK,
SUMMER QUARTER, FALL BREAK, & FALL QUARTER
OPERATING HOURS & BRONCO BOOKSTORE HOURS**

A. Neilson
C. Aase

Attached for the committee's information are outlines of Dining Services' proposed hours of operation for 2012 summer break, summer quarter, fall break 1st week, fall break 2nd week, fall break opening week, and fall quarter for the dates indicated below:

- | | |
|------------------------------------|------------------------------|
| ✚ Summer Quarter Break | - June 17 - 21 |
| ✚ Summer Quarter | - June 22 – September 8 |
| ✚ Fall Break, 1 st Week | - September 9 - 15 |
| ✚ Fall Break, 2 nd Week | - September 16 - 22 |
| ✚ Fall Quarter Opening Week | - September 23 - 25 |
| ✚ Fall Quarter | - September 26 - December 13 |

Also included as an information item are the Bronco Bookstore hours of operation.

These hours will also be provided to the Academic Senate for their information.

The objective of Dining Services and the Foundation overall is to provide the best selection of food services in a fiscally responsible manner.

The Program Committee is asked to review the attached planned hours of operation for the time periods indicated. The Finance Committee is also given the chance to approve these hours. These operating hours will be provided to the Board of Directors as an information item.

RECOMMENDED ACTION:

NOW, THEREFORE IT BE RESOLVED that the Program Committee has reviewed and accepted the hours of operation proposed by Foundation Management for the above-noted time periods for 2013.

Passed and adopted this 6th day of May 2013.

By: _____
Dr. Douglas Freer, Chair
Program Committee

Student Services



PRE-SUMMER QUARTER BREAK WEEK

June 17-21, 2013

Hours Subject To Change

Campus Center Marketplace – Building 97 **CLOSED**

Carl's Jr.

CLOSED

Fresh Escape/Subway Express

CLOSED

Pony Express

CLOSED

International Grounds- Brewing Seattle's Best Coffee

CLOSED

Panda Express

CLOSED

Faculty-Staff Dining Room

CLOSED

Taco Bell

CLOSED

Bronco Student Center – Building 35

Kikka Sushi:

CLOSED

Round Table Pizza

CLOSED

Subway:

Monday – Thursday 7:30 a.m.–6:00 p.m.

Friday-Sunday **CLOSED**

Qdoba:

Monday – Thursday 10:00a.m – 2:00 p.m.

Friday-Sunday **CLOSED**

Poly Fresh Market

Monday – Thursday 7:30 a.m.–3:00 p.m.

Friday-Sunday **CLOSED**

Peets Coffee/Freshēns Smoothies:

Monday – Thursday 7:30 a.m. – 10 a.m.

Friday-Sunday **CLOSED**

CLA – Building 98 P 2-5

Pony Express @ CLA-“We Proudly Brew” Starbucks

Monday – Thursday 7:30 a.m.–3:00 p.m.

Friday-Sunday **CLOSED**

ENV. Café – Building 7-“We Proudly Brew” Starbucks

CLOSED

Vending – Throughout Campus Same Hours as Building

Library – Building 15

Starbucks Store

Monday – Thursday 7:00 a.m. – 3:00 p.m.

Friday - Sunday **CLOSED**

Los Olivos Commons – Building 70

HOURS VARY DUE TO SUMMER CONFERENCE

GROUPS. PLEASE CALL EXT. 3200.

Denny's/Vista – Building 52

Vista Market

CLOSED

Denny's – Building 52

CLOSED

CBA - Building 164

Pony Express

CLOSED

Einstein

CLOSED

CTTI – Innovation Way

Monday – Friday 7:30 a.m. – 3:00 p.m.

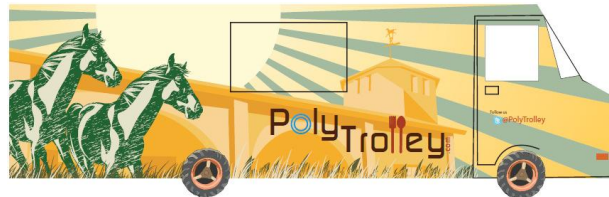
Polly Trolley Food Truck – (Locations On Twitter)

Monday – Thursday Hours: *Find Out On Twitter @PollyTrolley*

Friday – Sunday

CLOSED

*Available For Special Events



Kellogg West Restaurant – Building 76

Call x2250 for reservation

Availability subject to Conferences

The Farm Store – Building 211

Monday – Sunday 10:00 a.m. - 6:00 p.m.

Lobby Shop @ SCE – Innovation Village

Monday – Friday 7:00 a.m. - 2:00 p.m.

Bronco Bucks Office – Building 97

Monday – Thursday 10:00 a.m. – 3:00 p.m.

PLEASE CALL 909-869-3195 FOR APPOINTMENT

Open a Bronco Bucks Account with your Bronco Access Card

The Bronco Access Card is Cal Poly Pomona I.D. The magnetic strip is compatible with card readers at most campus dining service and convenience store locations, the Bronco Bookstore, University Village laundry facilities and select vending machines. Open a Bronco Bucks Account by depositing money into the account. The Bronco Bucks Account is the declining balance account used like a debit card. Deposit money into the account and these funds can be spent using the Bronco Access Card at the locations listed. This allows fast convenient cash-less transactions on campus.

Student Services



SUMMER 6/21 – 9/2/13

Monday, September 9 – Sunday, September 15

Hours Subject To Change

Campus Center Marketplace – Building 97 **CLOSED**

Carl's Jr.

CLOSED

Fresh Escape/Subway Express

CLOSED

Pony Express

CLOSED

International Grounds- Brewing Seattle's Best Coffee

CLOSED

Panda Express

CLOSED

Faculty-Staff Dining Room

CLOSED

Taco Bell

CLOSED

Bronco Student Center – Building 35

Kikka Sushi:

CLOSED

Round Table Pizza

CLOSED

Subway:

Monday – Thursday 10:30 a.m.–2:30 pm p.m.

Friday-Sunday **CLOSED**

Qdoba:

Monday – Thursday 10:00a.m – 2:00 p.m.

Friday-Sunday **CLOSED**

Poly Fresh Market

Monday – Thursday 7:30 a.m.–5:00 p.m.

Friday-Sunday **CLOSED**

Peets Coffee/Freshens Smoothies:

Monday – Thursday 7:30 a.m. – 2:00 p.m.

Friday-Sunday **CLOSED**

CLA – Building 98 P 2-5

Pony Express @ CLA-“We Proudly Brew” Starbucks

Monday – Thursday 7:30 a.m.–3:00 p.m.

Friday-Sunday **CLOSED**

ENV. Café – Building 7-“We Proudly Brew” Starbucks

CLOSED

Vending – Throughout Campus Same Hours as Building

Library – Building 15

Starbucks Store

Monday – Thursday 7:00 a.m. – 3:00 p.m.

Friday - Sunday **CLOSED**

Los Olivos Commons – Building 70

HOURS VARY DUE TO SUMMER CONFERENCE GROUPS. PLEASE CALL EXT. 3200.

Denny's/Vista – Building 52

Vista Market

CLOSED

Denny's – Building 52

CLOSED

CBA - Building 164

Pony Express

CLOSED

Einstein's

CLOSED

CTTI – Innovation Way

Monday – Friday

7:30 a.m. – 3:00 p.m.

Polly Trolley Food Truck – (Locations On Twitter)

Monday – Thursday Hours: *Find Out On Twitter @PollyTrolley*

Friday – Sunday

CLOSED

**Available For Special Events*



Kellogg West Restaurant – Building 76

Call x2250 for reservation

Availability subject to Conferences

The Farm Store – Building 211

Monday – Sunday 10:00 a.m. - 6:00 p.m.

Lobby Shop @ SCE – Innovation Village

Monday – Friday 7:00 a.m. - 2:00 p.m.

Bronco Bucks Office – Building 97

Monday – Thursday 10:00 a.m. – 3:00 p.m.

PLEASE CALL 909-869-3195 FOR APPOINTMENT

**Open a Bronco Bucks Account with your
Bronco Access Card**

The Bronco Access Card is Cal Poly Pomona I.D. The magnetic strip is compatible with card readers at most campus dining service and convenience store locations, the Bronco Bookstore, University Village laundry facilities and select vending machines. Open a Bronco Bucks Account by depositing money into the account. The Bronco Bucks Account is the declining balance account used like a debit card. Deposit money into the account and these funds can be spent using the Bronco Access Card at the locations listed. This allows fast convenient cash-less transactions on campus.

****The following Dining Services operations will be open on the following Fridays:**

8/2/13, 8/30, 9/6

Pony @ CLA: 7:30 a.m. – 3:00 a.m.

Subway: 7:30 a.m. – 2:00 p.m.

Starbucks: 7:00 a.m. – 3:00 p.m.

Poly Fresh 7:00a.m. – 5:00 p.m.

Student Services



FALL BREAK WEEK 1

Monday, September 9 – Sunday, September 15

Hours Subject To Change

Campus Center Marketplace – Building 97 **CLOSED**

Carl's Jr.

Fresh Escape/Subway Express **CLOSED**

Pony Express **CLOSED**

International Grounds- **CLOSED**

Panda Express **CLOSED**

Faculty-Staff Dining Room **CLOSED**

Taco Bell **CLOSED**

Bronco Student Center – Building 35

Kikka Sushi: **TBA**

Round Table Pizza **CLOSED**

Subway:

Monday – Friday 10:30 a.m.–2:30 pm

Weekend **CLOSED**

Qdoba:

Monday – Thursday 10:00a.m – 2:00 p.m.

Friday-Sunday **CLOSED**

Poly Fresh Market

Monday – Thursday 7:30 a.m.–3:00 p.m.

Friday 7:30 a.m.–2:00 p.m.

Weekends **CLOSED**

Peets Coffee/Freshens Smoothies:

Monday – Thursday 7:30 a.m. – 2:00 p.m.

Friday-Sunday **CLOSED**

CLA – Building 98 P 2-5

Pony Express @ CLA-“We Proudly Brew” Starbucks

Monday – Friday 7:30 a.m.–3:00 p.m.

Saturday-Sunday **CLOSED**

ENV. Café – Building 7-“We Proudly Brew” Starbucks

CLOSED

Vending – Throughout Campus Same Hours as Building

Library – Building 15

Starbucks Store

Monday – Friday 7:00 a.m. – 3:00 p.m.

Saturday - Sunday **CLOSED**

Los Olivos Commons – Building 70

CLOSED FOR RENOVATIONS

Denny's/Vista – Building 52

Vista Market **CLOSED**

Denny's – Building 52 **CLOSED**

CBA - Building 164

Pony Express **CLOSED**

Einstein **CLOSED**

CTTI – Innovation Way

Monday – Friday 7:30 a.m. – 3:00 p.m.

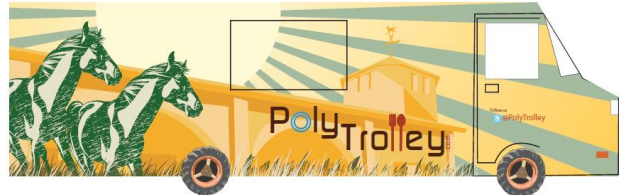
Polly Trolley Food Truck – (Locations On Twitter)

Monday – Thursday Hours: *Find Out On Twitter @PollyTrolley*

Saturday – Sunday

CLOSED

**Available For Special Events*



Kellogg West Restaurant – Building 76

Call x2250 for reservation

Availability subject to Conferences

The Farm Store – Building 211

Monday – Sunday 10:00 a.m. - 6:00 p.m.

Lobby Shop @ SCE – Innovation Village

Monday – Friday 7:00 a.m. - 2:00 p.m.

Bronco Bucks Office – Building 97

Monday – Thursday 10:00 a.m. – 3:00 p.m.

PLEASE CALL 909-869-3195 FOR APPOINTMENT

Open a Bronco Bucks Account with your Bronco Access Card

The Bronco Access Card is Cal Poly Pomona I.D. The magnetic strip is compatible with card readers at most campus dining service and convenience store locations, the Bronco Bookstore, University Village laundry facilities and select vending machines. Open a Bronco Bucks Account by depositing money into the account. The Bronco Bucks Account is the declining balance account used like a debit card. Deposit money into the account and these funds can be spent using the Bronco Access Card at the locations listed. This allows fast convenient cash-less transactions on campus.

Student Services



FALL BREAK WEEK 2

Monday, September 16 – Sunday, September 22

Hours Subject To Change

Campus Center Marketplace – Building 97 **CLOSED**

Carl's Jr.

Fresh Escape/Subway Express **CLOSED**

Pony Express **CLOSED**

International Grounds- **CLOSED**

Panda Express **CLOSED**

Faculty-Staff Dining Room **CLOSED**

Taco Bell **CLOSED**

Bronco Student Center – Building 35

Kikka Sushi: **TBA**

Round Table Pizza **CLOSED**

Subway:

Monday – Friday 10:30 a.m.–2:30 pm

Weekend **CLOSED**

Qdoba:

Monday – Thursday 10:00a.m – 2:00 p.m.

Friday-Sunday **CLOSED**

Poly Fresh Market

Monday – Thursday 7:30 a.m.–3:00 p.m.

Friday 7:30 a.m.–2:00 p.m.

Weekends **CLOSED**

Peets Coffee/Freshēns Smoothies:

Monday – Thursday 7:30 a.m. – 2:00 p.m.

Friday-Sunday **CLOSED**

CLA – Building 98 P 2-5

Pony Express @ CLA-“We Proudly Brew” Starbucks

Monday – Friday 7:30 a.m.–3:00 p.m.

Saturday-Sunday **CLOSED**

ENV. Café – Building 7-“We Proudly Brew” Starbucks **CLOSED**

Vending – Throughout Campus Same Hours as Building

Library – Building 15

Starbucks Store

Monday – Friday 7:00 a.m. – 3:00 p.m.

OPEN SUNDAY, 9/22 7:30 a.m. – 3:00 p.m.

Los Olivos Commons – Building 70

Limited Service for Welcome Week Staff and UHS Training.

Denny's/Vista – Building 52

Vista Market OPEN SUNDAY, 9/22 HOURS TBA

Denny's OPEN SUNDAY, 9/22 HOURS TBA

CBA - Building 164

Pony Express OPEN SUNDAY, 9/22 8 a.m. – 3 p.m.

Einstein OPEN SUNDAY, 9/22 8 a.m. – 3 p.m

CTTI – Innovation Way

Monday – Friday 7:30 a.m. – 3:00 p.m.

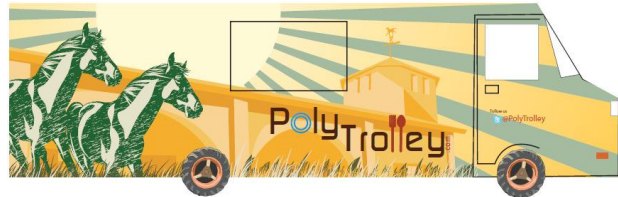
Polly Trolley Food Truck – (Locations On Twitter)

Monday – Thursday Hours: *Find Out On Twitter @PollyTrolley*

Saturday – Sunday

CLOSED

**Available For Special Events*



Kellogg West Restaurant – Building 76

Call x2250 for reservation

Availability subject to Conferences

The Farm Store – Building 211

Monday – Sunday 10:00 a.m. - 6:00 p.m.

Lobby Shop @ SCE – Innovation Village

Monday – Friday 7:00 a.m. - 2:00 p.m.

Bronco Bucks Office – Building 97

Monday – Thursday 10:00 a.m. – 3:00 p.m.

PLEASE CALL 909-869-3195 FOR APPOINTMENT

Open a Bronco Bucks Account with your Bronco Access Card

The Bronco Access Card is Cal Poly Pomona I.D. The magnetic strip is compatible with card readers at most campus dining service and convenience store locations, the Bronco Bookstore, University Village laundry facilities and select vending machines. Open a Bronco Bucks Account by depositing money into the account. The Bronco Bucks Account is the declining balance account used like a debit card. Deposit money into the account and these funds can be spent using the Bronco Access Card at the locations listed. This allows fast convenient cash-less transactions on campus.

Student Services



WELCOME WEEK 2013

Monday, September 23 – Wednesday, September 25

Hours Subject To Change

Campus Center Marketplace – Building 97

Carl's Jr.	7:30 am – 2 pm
Fresh Escape/Subway Express	10:30 am – 1:30 pm
Pony Express	7:30 am – 6:00 pm
International Grounds-	7:30 am – 2 pm
Panda Express	10 am – 3 pm
Faculty-Staff Dining Room	CLOSED
Taco Bell	10:30 am – 2 pm

Bronco Student Center – Building 35

Kikka Sushi:	10 am – 2:30 pm
Round Table Pizza	10:30 am – 2:30 pm
Subway:	10:30 a.m.–2:30 pm
Qdoba:	10:30 am – 2:30 pm
Poly Fresh Market:	7:30 am – 3 pm
Peets Coffee/Freshens Smoothies:	7:30 am – 2:30 pm

CLA – Building 98 P 2-5

Pony Express @ CLA-“We Proudly Brew” Starbucks
7:30 am – 3 pm

ENV. Café – Building 7-“We Proudly Brew” Starbucks
CLOSED

Vending – Throughout Campus Same Hours as Building

Library – Building 15

Starbucks Store: 7 am – 3 pm

Los Olivos Commons – Building 70

HOURS VARY DUE TO SUMMER CONFERENCE GROUPS. PLEASE CALL EXT. 3200.

Denny's/Vista – Building 52

Vista Market	(Mon-Tue)	11 am – 5 pm
	(Wed)	10 am – 1 am
Denny's	(Mon-Tue)	11 am – 5 pm
	(Wed)	10 am – 12 am

CBA - Building 164

Einstein's	(Mon-Tue)	7 am – 4 pm
	(Wed)	7 am – 7 pm
Pony Express	(Mon-Tue)	7 am – 5 pm
	(Wed)	7 am – 10 pm

CTTI – Innovation Way

Monday – Friday

7:30 a.m. – 3:00 p.m.

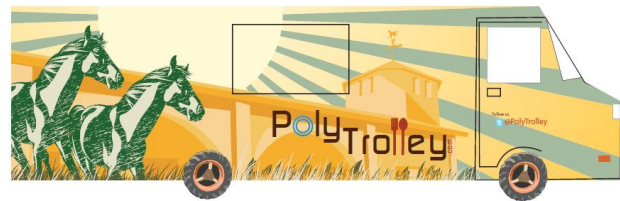
Polly Trolley Food Truck – (Locations On Twitter)

Monday – Thursday Hours: *Find Out On Twitter @PollyTrolley*

Saturday – Sunday

CLOSED

*Available For Special Events



Kellogg West Restaurant – Building 76

Call x2250 for reservation

Availability subject to Conferences

The Farm Store – Building 211

10:00 a.m. - 6:00 p.m.

Lobby Shop @ SCE – Innovation Village

7:00 a.m. - 2:00 p.m.

Bronco Bucks Office – Building 97

Monday – Thursday 10:00 a.m. – 3:00 p.m.

PLEASE CALL 909-869-3195 FOR APPOINTMENT

Open a Bronco Bucks Account with your Bronco Access Card

The Bronco Access Card is Cal Poly Pomona I.D. The magnetic strip is compatible with card readers at most campus dining service and convenience store locations, the Bronco Bookstore, University Village laundry facilities and select vending machines. Open a Bronco Bucks Account by depositing money into the account. The Bronco Bucks Account is the declining balance account used like a debit card. Deposit money into the account and these funds can be spent using the Bronco Access Card at the locations listed. This allows fast convenient cash-less transactions on campus.

Student Services



FALL 2013 9/26 – 12/13

Hours Subject To Change

Campus Center Marketplace – Building 97

Carl's Jr.		
Monday – Thursday		7:30 a.m.-6:30 p.m.
Friday		CLOSED
Fresh Escape/Subway Express		
Monday – Thursday		10:30 a.m.-2:00 p.m.
Friday		CLOSED
Pony Express		
Monday – Thursday		7:30 a.m.– 8:00 p.m.
Friday		CLOSED
International Grounds-“We Proudly Brew” Starbucks		
Monday – Thursday		7:30 a.m.– 7:00 p.m.
Friday		CLOSED
Panda Express		
Monday – Thursday		10:00 a.m.-8:00 p.m.
Friday		10:00 a.m.-3:00 p.m.
Faculty-Staff Dining Room		
Monday – Thursday		11:30 a.m.-1:30 p.m.
Friday		CLOSED
Taco Bell		
Monday – Thursday		10:00 a.m.-6:00 p.m.
Friday		CLOSED

Bronco Student Center – Building 35

Kikka Sushi:		
Monday – Thursday		9:30 a.m.–6:00 p.m.
Friday		9:30 a.m.–2:00 p.m.
Round Table Pizza		
Monday – Thursday		10:30 a.m.10:00 p.m.
Friday		10:30 a.m.–2:00 p.m.
Subway:		
Monday – Thursday		7:30 a.m.–6:30 p.m.
Friday		7:30 a.m.–2:00 p.m.
Qdoba:		
Monday – Thursday		11:00 a.m.–6:30 p.m.
Friday		11:00 a.m.-3:00 p.m.
Poly Fresh Market		
Monday – Thursday		7:30 a.m.–8:00 p.m.
Friday		7:30 a.m.–3:00 p.m.
Freshens Smoothies:		
Monday – Thursday		7:30 a.m.–6:00 p.m.
Friday		7:30 a.m.–3:00 p.m.
Peet's Coffee:		
Monday – Thursday		7:30 a.m.–6:00 p.m.
Friday		7:30 a.m.–3:00 p.m.

CLA – Building 98 P 2-5

Pony Express @ CLA-“We Proudly Brew” Starbucks		
Monday – Thursday		7:30 a.m.–6:00 p.m.
Friday		7:30 a.m. –5:00 p.m.

ENV. Café – Building 7-“We Proudly Brew” Starbucks

Monday – Thursday		7:30 a.m.–2:00 p.m.
Friday		CLOSED

Vending – Throughout Campus Same Hours as Building

Library – Building 15

Starbucks Store		
Monday – Thursday		7:00 a.m.–10:00 p.m.
Friday		7:00 a.m.– 5:00 p.m.
Saturday		10:00 a.m. – 6:00 p.m.
Sunday		12:00 p.m. – 9:00 p.m.

Polly Trolley Food Truck – (Locations On Twitter)

Monday – Thursday Hours: *Find Out On Twitter @PollyTrolley*

Friday – Sunday

CLOSED

**Available For Special Events*



Los Olivos Commons – Building 70

Monday – Thursday		7:00 a.m.– 8:00 p.m.
Friday		7:00 a.m. – 7:30 p.m.
Saturday & Sunday		11:00 a.m. – 7:30 p.m.

Denny's/Vista – Building 52

Vista Market

Monday – Thursday		7:00 a.m. – 1:00 a.m.
Friday		7:00 a.m. - 10:00 p.m.
Saturday		10:00 a.m. – 10:00 p.m.
Sunday		10:00 a.m. - 1:00 a.m.

Denny's Diner

Monday – Thursday		9:00 a.m. – 12:00 a.m.
Friday		9:00 a.m. – 10:00 p.m.
Saturday		10:00 a.m. –10:00 p.m..
Sunday		10:00 a.m. - 12:00a.m.

College of Business Administration

Einstein's Bagel Shop

Monday – Thursday		7:00 a.m. - 7:00 p.m.
Friday		7:00 a.m. - 4:00 p.m.

Pony Express @ CBA

Monday – Thursday		7:00 a.m. – 10:00 p.m.
Friday		7:00 a.m. – 5:00 p.m.

Saturday & Sunday

CLOSED

Kellogg West Restaurant – Building 76

Call x2250 for reservation

Availability subject to Conferences

The Farm Store – Building 211

Monday – Sunday		10:00 a.m. - 6:00 p.m.
-----------------	--	------------------------

Lobby Shop @ SCE – Innovation village

Monday – Friday		7:00 a.m. – 2:00 p.m.
-----------------	--	-----------------------

CTTi Café & Market

Monday – Friday		7:00 a.m. – 3:00 p.m.
-----------------	--	-----------------------

Bronco Bucks Office – Building 97

Monday – Thursday 9 a.m. – 5 p.m.



Bronco Bookstore Hours Summer 2013

Classes start 6/24/2013

Quarter Break

Dates	Days	Open	Close	Notes
6/17-6/20	M-TH	9:00 AM	4:00 PM	4/10 schedule starts this week

Summer 2013 Opening Hours

Dates	Days	Open	Close	Notes
6/24-6/27	M-Th	7:45 AM	5:00:00 PM	*May remain open later for Parent Orientation groups, TBA

Summer 2013 Regular Hours - July-August

Dates	Days	Open	Close	Notes
7/1-8/1/13	M-Th	9:00 AM	5:00PM*	*May remain open later for Parent Orientation groups, TBA
8/5-8/29/13	M-Th	9:00 AM	3:00 PM	

Summer 2013 Regular Hours -September

Dates	Days	Open	Close	Notes
9/3-9/6	T-F	9:00 AM	5:00 PM	Summer Finals/Buyback - *May remain open later for Parent Orientation groups, TBA

September Break

9/9-9/13	M-F	9:00AM	3:00 PM	4/10 schedule ends (?)
9/16-9/20	M-F	9:00AM	5:00PM	

Holiday Closures

- 7/4/13 Independence Day
- 9/2/13 Labor Day

Other Dates	10-week session	1st 5 weeks	2nd 5 weeks*
Last day to return	Thursday 6/27/13	Thursday 6/27/13	Tuesday 8/6/13
			* 2nd 5 Weeks students must show schedule
Rentals due	Friday 9/6/2013	Tuesday 7/30/2013	Friday 9/6/2013



Bronco Bookstore Hours Fall 2013

Classes start 9/26/2013

Fall 2013

September Break

Week 1 9/9-9/13/13	M-F	9:00AM	3:00PM
Week 2 9/16-9/20/13	M-F	9:00AM	5:00PM

Fall Quarter Opening 9/22/13-10/5/13

9/21-9/22/2013	Sat-Sun	10:00AM	4:00PM
9/23-9/27/13	M-F	7:45AM	7:30PM
9/28-9/29/13	Sat-Sun	10:00AM	4:00PM
9/30-10/3/13	M-TH	7:45AM	7:30PM
10/4/2013	Fri	7:45AM	5:00PM
10/5/2013	Sat	10:00AM	4:00PM

Fall Regular

M-Th	8:00AM	6:30PM
all Fridays	9:00PM	2:00PM

Closures

Textbook inventory (2nd floor closed)	10/25/2013
closed Veterans Day	11/11/2013
closed Thanksgiving	11/28-11/29/13

December Break 12/16-12/23/13

Break week 1 12/16-12/23/13	M*-Th	9:00AM	3:00PM	12/23 and 12/24 subject to change, may be late-added holiday)
	Fri	9:00AM	2:00PM	

Closed holiday break 12/25/13-1/1/14

Other Dates

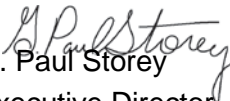
Last day to return w/receipt	10/2/2013
Last day to return texbooks w/receipt & proof of drop	10/9/2013
Rentals due	12/13/2013



Memorandum

Date: April 30, 2013

To: Program Committee
Cal Poly Pomona Foundation, Inc.

From: 
G. Paul Storey
Executive Director

Subject: Compliance Audit Update

Once every three years, the Office of the University Auditor conducts a compliance audit (internal audit) of the Foundation as directed by the Committee on Audit of the CSU Board of Trustees. The Foundation was notified by e-mail on Wednesday January 23, 2013 that the compliance audit for the period July 2010 through January 2013 will be conducted and a formal letter from the Office of the CSU University Auditor will be sent to the President a few weeks prior to the start of their fieldwork.

The fieldwork began on Monday March 25, 2013 and concluded on Friday April 26, 2013. An entrance conference was scheduled for Monday March 25, 2013 and we invited the members of the Audit Committee and the Board to attend. At the entrance conference the CSU auditors discussed the scope, objectives, schedule and the process of reporting for the compliance audit. The auditors interviewed key personnel and reviewed Federal statutes, California code of regulations, Trustee resolutions, Executive Orders, Campus and Foundation policies/practices and sound business practices to develop a risk assessment and scope to produce an audit program.

Foundation management and staff completed the process of gathering various documents and questionnaires in preparation for the audit. These documents assisted the auditors in evaluating internal controls related to the recording of business transactions, safeguarding Foundation assets, compliance with policies and the promotion of operational efficiency.

On the last day of the auditor's fieldwork an informal exit conference was held wherein the preliminary observations were presented for further discussion and clarification. The auditor will prepare a draft report and a final report within the calendar year that will include the Foundation's responses and timeline for implementing any corrective action. We will keep you apprised of any developments as this audit progresses.

Memorandum



Date: April 30, 2013
To: Program Committee
Cal Poly Pomona Foundation, Inc.

From: 
G. Paul Storey
Executive Director

Subject: **Foundation Dining Services Satisfaction Survey Results**

Near the end of 2012, Dining Services conducted a NACUFS Customer Satisfaction Survey for the Cal Poly Pomona campus community. Dining Services exceeded their goal of 1,000 survey responses with a final total of 1,356. Additionally, the Bronco Student Center (BSC), Denny's, and Los Olivos all exceeded the scores in every category versus the previous year. Here are some of the highlights from the survey:

Peets/Freshen's

Speed of service, food overall, friendliness of staff, and freshness all scored very well comparatively.

Subway

Subway is perceived as a healthy destination to our customers. We have learned that our customers enjoy watching their food made in front of them with ingredients they choose. For these reasons, Subway continues to score very well in freshness, taste, eye appeal, nutritional content, and food overall. Surprisingly, Subway scores well on speed of service as well. This shows that our customers are willing to wait for food made their way.

Kikka

Kikka is also perceived as a healthy dining venue by our customers. They score very well in nearly all of the food-related categories including food overall, taste, and eye-appeal.

Qdoba

Freshness, friendliness of staff, helpfulness of staff, and availability of menu items rise to the top at this location. This is another location at BSC that allows for our customers to customize their entrée. The food quality of this operation is exceptional.

Round Table Pizza

Food and service overall fared very well.

Denny's

What we're doing well:

- Comfort: Booth style seating is very popular with our customers. This style seating promotes hanging out, and makes for a comfortable place to dine or study.
- Friendliness of Staff: Our team at Denny's is trained to think "customer first." So much so, that Denny's corporate uses our location as a training ground several times per year. Included in this training is the customer-first philosophy. We receive the benefit of this training at no additional cost to our operations!
- Cleanliness

Vista Market

It's difficult to measure an award-winning market such as Vista against other retail restaurant venues across the nation (i.e., taste, variety of menu choices, etc.). However, friendliness of staff and cleanliness rise to the top, and can be measured across all styles of service, and those are just a couple of areas in which Vista Market excels.

Los Olivos Dining Commons

We far exceeded the scores of our peer institutions in freshness, nutritional content, value, variety, and healthy menu choices.

- Nutritional Content and Healthy Menu Choices: The implementation of our wellness center, touch-screen menus, online nutritional analysis, and our LCD menus with nutritional and allergen information at each dining platform really helped drive these scores this year.
- Freshness: The implementation of plated and garnished entrees in a restaurant style at our main servery, along with the addition of the fresh produce "burger toppin's" bar helped us improve on this score. Moving the Mongolian Grill to the action station and using woks to cook to order really improved the perception of freshness at Los Olivos.
- Variety: Our philosophy at Los Olivos evolved from trying to provide a vast variety of food, to focusing on providing fewer items with a higher quality. There was some initial pushback on this philosophy, but our customers have come to realize that "more" is not necessarily "better." Our scores in freshness also support this philosophy.

The entire NACUFS survey can be accessed online here:

http://www.foundation.csupomona.edu/content/d/Meeting%20Packets/Dining_Services_NACUFS_Survey_2013.pdf

Memorandum



Date: May 1, 2013

To: Program Committee
Cal Poly Pomona Foundation, Inc.

From: Ken Fisher 
Foundation Housing Director

Subject: Resident Experience Survey Analysis

The information in this presentation will cover the data analysis results of the 2012-2013 University Village Resident Experience Survey, as well as comparison data from the previous quality of life surveys.

The Resident Experience Survey is a yearly perception study implemented by the Residential Education Department of the Foundation Housing Service. Information is used to better gain information about the resident's view point regarding satisfaction with the services offered at the University Village. With the information collected from the survey the University Village can better meet the continually changing needs of the students.

The entire Survey can be accessed online here:

http://www.foundation.csupomona.edu/content/d/Meeting%20Packets/Village_Res_Experience_2013_Survey.pdf

Residential Experience Survey 2012-2013 Analysis

University Village

Cal Poly Pomona Foundation, Inc.

Introduction

One thousand three hundred Village residents were instructed via email to complete the online Residential Experience Survey 2012-2013. Out of the 1,300 residents contacted, 614 residents completed the online survey. Trends were identified utilizing basic statistical and coding procedures. According to a majority of respondents, safety, technology, laundry machines, study space, living learning communities, and maintenance are areas Residential Education staff should address.

Results

Although 93.6% of respondents indicate they feel safe living in the Village, many of them express concern with the on-campus robberies and bicycle thefts that occurred at the time the survey was launched. Residents report feeling unsafe when the gate arm is left open and when strangers are found loitering the premises. The lack of light posts in the parking area and the defective light posts near residential buildings contribute to residents' feelings of unsafety. In addition, residents favor increasing police patrols at the Village after dark.

Residents suggest enhancing the Village information technology. Only 59.6% of residents understand the online IT work orders, and only 73.8% are able to navigate the online maintenance work orders. A total of 42.7% of residents report satisfaction with the services IT offers. Several of the complaints residents voiced included a complicated online portal system, unclear billing information, and a confusing maintenance site.

Seventy seven percent of residents express satisfaction with the current laundry services. However, the qualitative data shows dissatisfaction with the constant breakdown of machines.

Residents also claim that current laundry machines misread and deduct extra money from the bronco identification cards.

Forty nine percent of respondents are interested in residing in Living Learning Communities. Although residents are interested in having themed housing focusing on majors, athletics, Greek Life, etc., there are a number of residents who are unfamiliar with what Living Learning Communities entail.

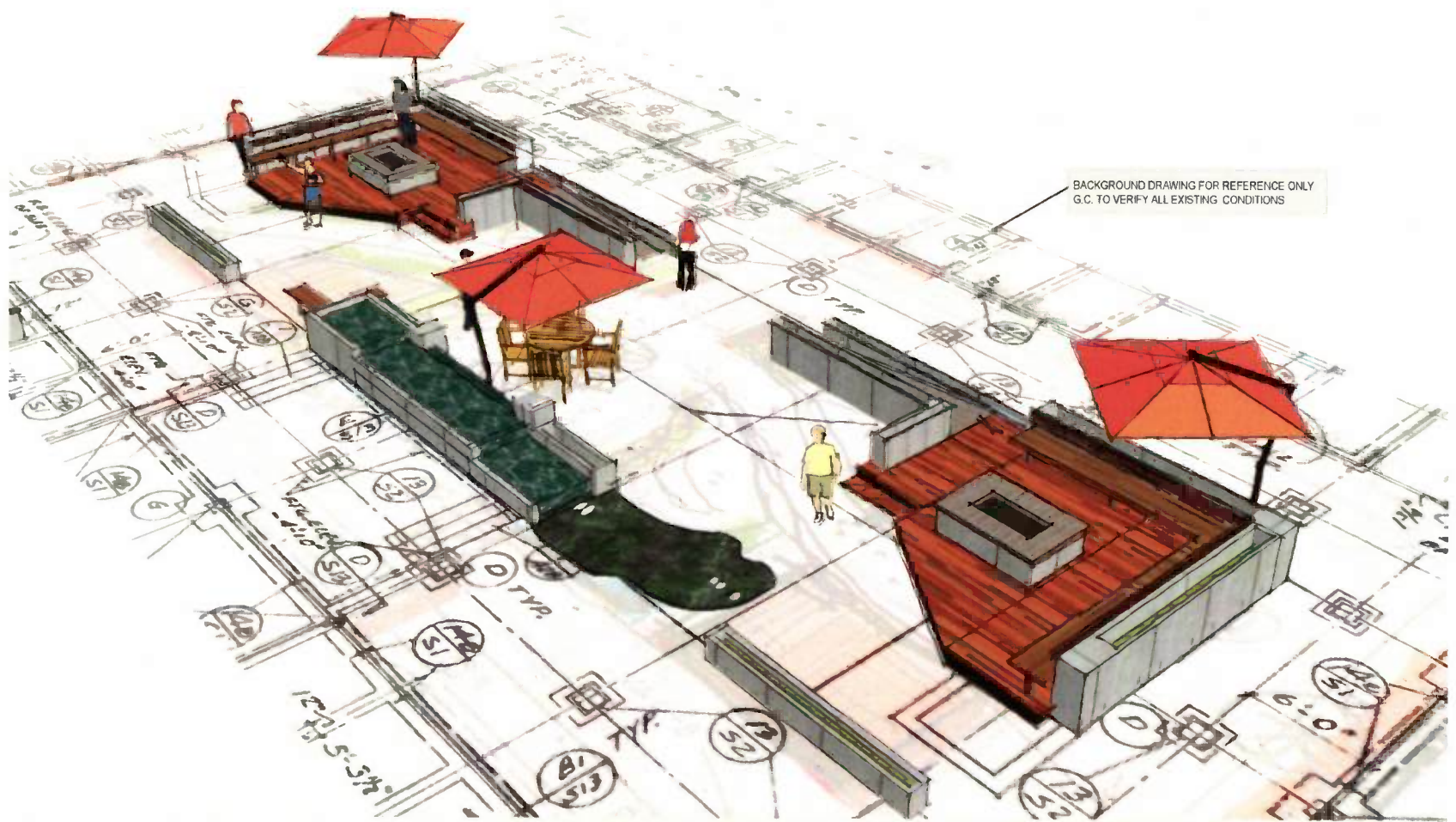
When asked if the University Village provides adequate study space, 89.7% of residents agree there is adequate space. However, several of the comments residents made reveal that they would like the study space to be expanded. Residents reported dissatisfaction with the noise level inside the study room as well as the noise resulting from the events and programs taking place near the study rooms.

Eighty five percent of residents deem the quality of repairs done by maintenance staff satisfactory. However, some residents claim they often have to submit multiple orders to get items repaired and that work orders are sporadically completed on a timely manner. Residents would also prefer receiving a notification online or in person regarding completed work orders.

Recommendations

In order to address safety concerns, University Village staff can engage in the following: increase police patrol at night, fix and increase light posts, and maintain the gate arm down. Revamping the online information portal and improving communication regarding the status of work orders may lead to an increase in residents' overall satisfaction with Information Technology services. Upgrading the laundry facility to include more reliable washing machines

will ensure residents are satisfied with laundry room services. Expanding the number of study rooms across the Village and enforcing a strict zero noise policy inside and outside study room areas is necessary. Adding a white board, printing facilities, and vending machines with school supplies would benefit many residents. Village staff should consider what avenues would prove effective in informing residents about Living Learning Communities, and the type of themed housing that is available this upcoming 2013-2014 academic year. Lastly, staff should inform residents of the current gender-neutral housing that is available.



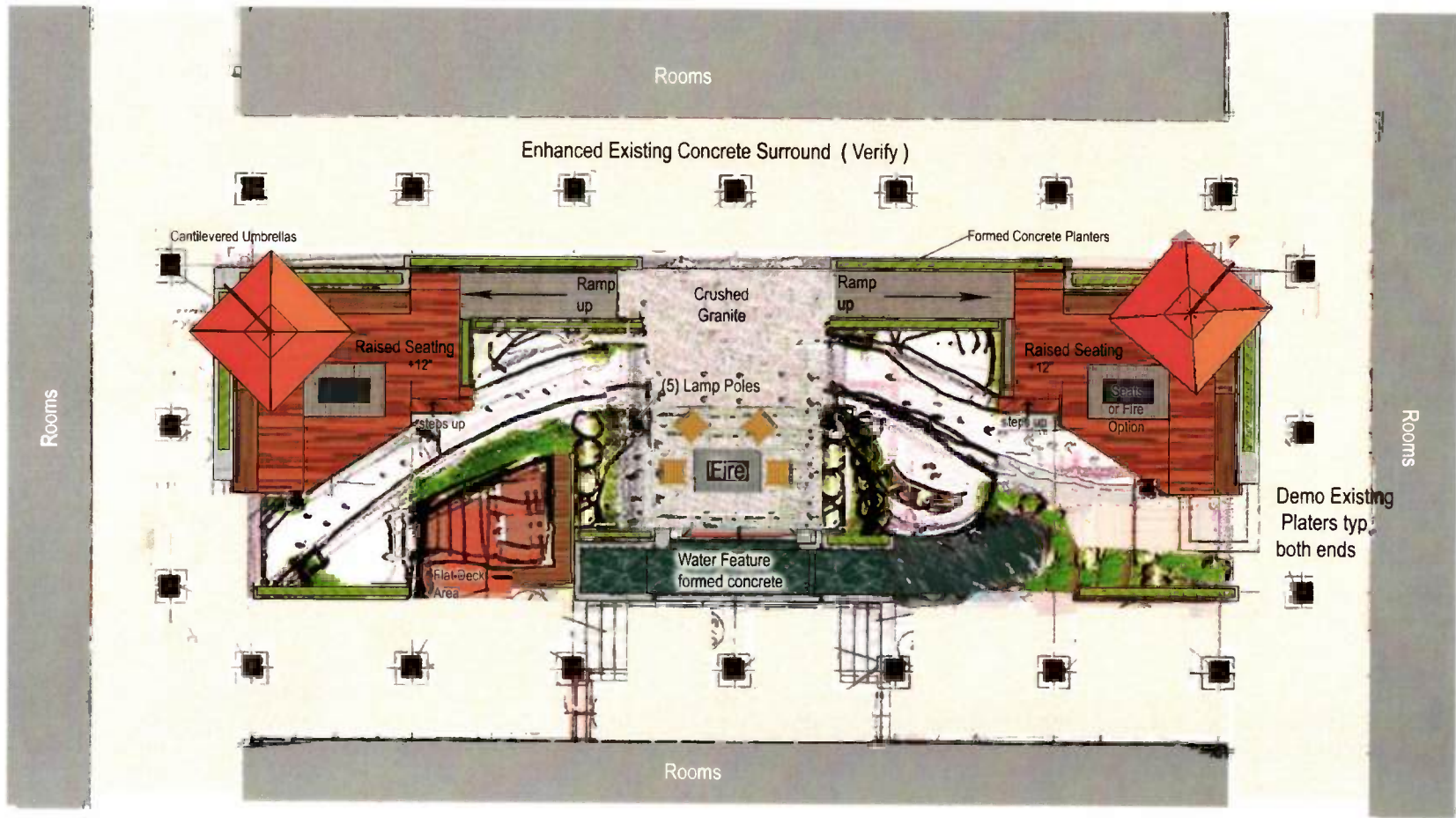
BACKGROUND DRAWING FOR REFERENCE ONLY
G.C. TO VERIFY ALL EXISTING CONDITIONS

see plan for additional information

NOTE - THIS IS A DESIGN INTENT DRAWING G.C. TO VERIFY ALL EXISTING CONDITIONS TO DETERMINE IF NEW MATERIALS SUGGESTED ON THESE ELEMENTS CAN BE FABRICATED AND INSTALLED PRIOR TO ANY ORDERING, DEMO OR CONSTRUCTION.

Courtyard Plan - Main Level

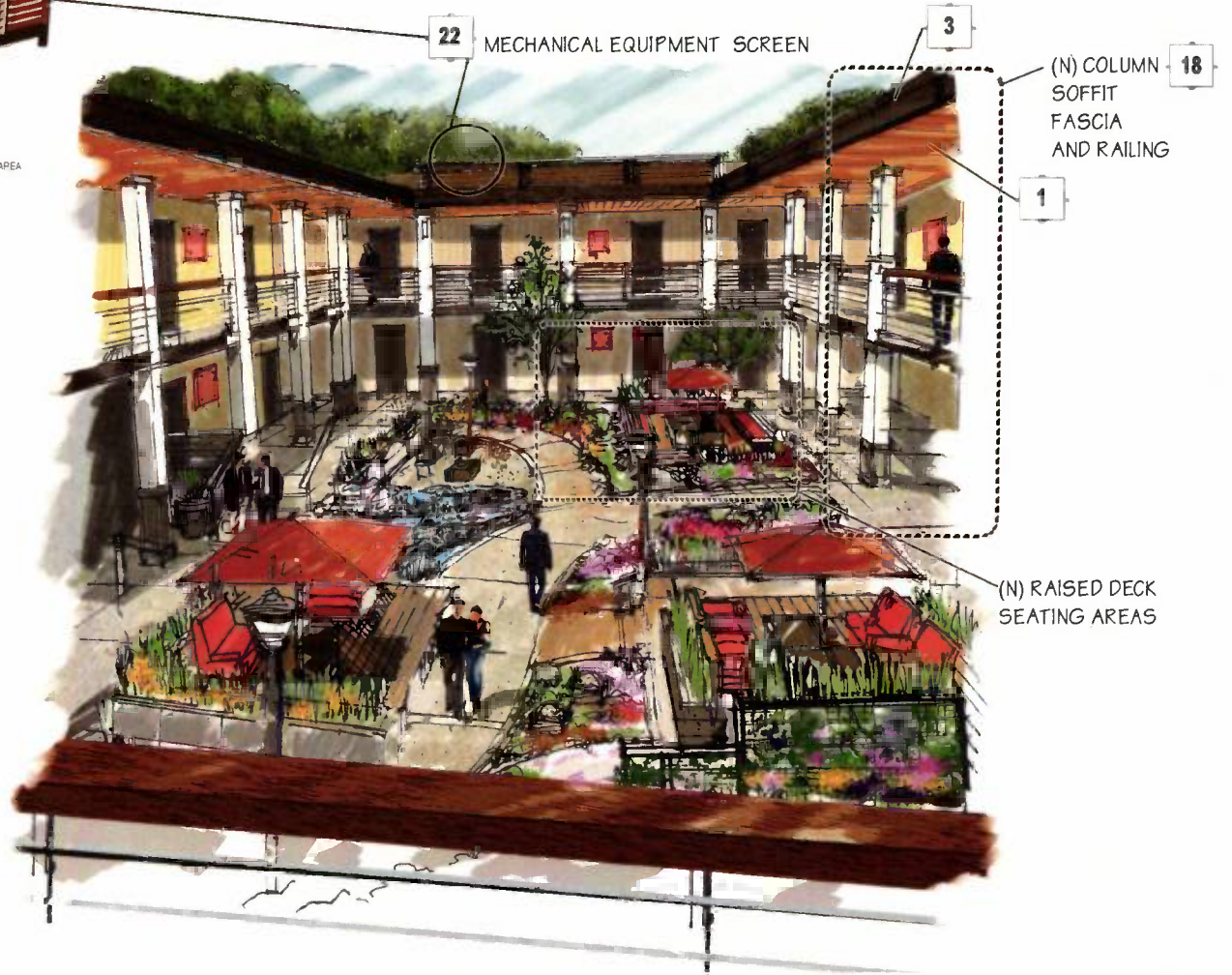
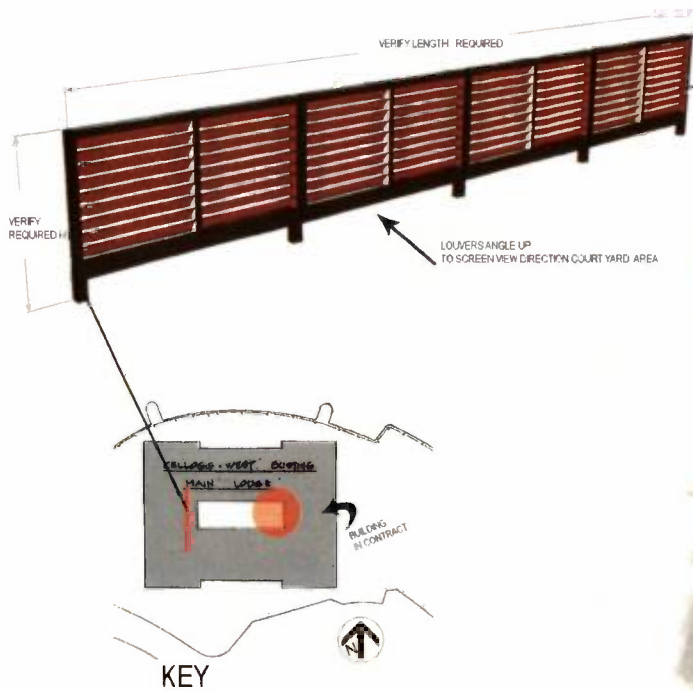




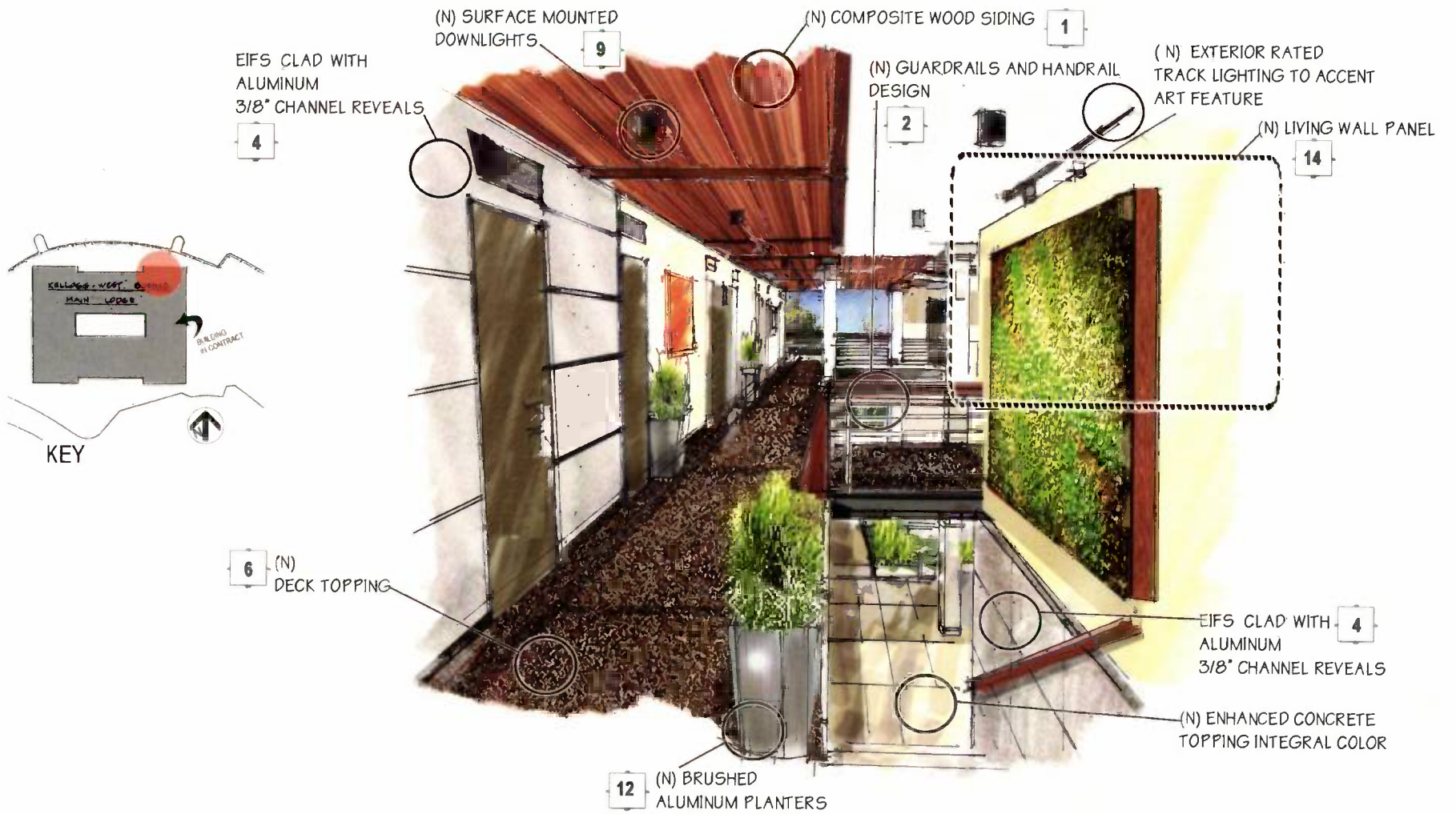
NOTE: THIS IS A DESIGN INTENT DRAWING. GC TO VERIFY ALL EXISTING CONDITIONS TO DETERMINE IF NEW MATERIALS SUGGESTED ON THESE SHEETS CAN BE FABRICATED AND INSTALLED PRIOR TO ANY ORDERING, DEMO OR CONSTRUCTION.

Courtyard Plan - Main Level

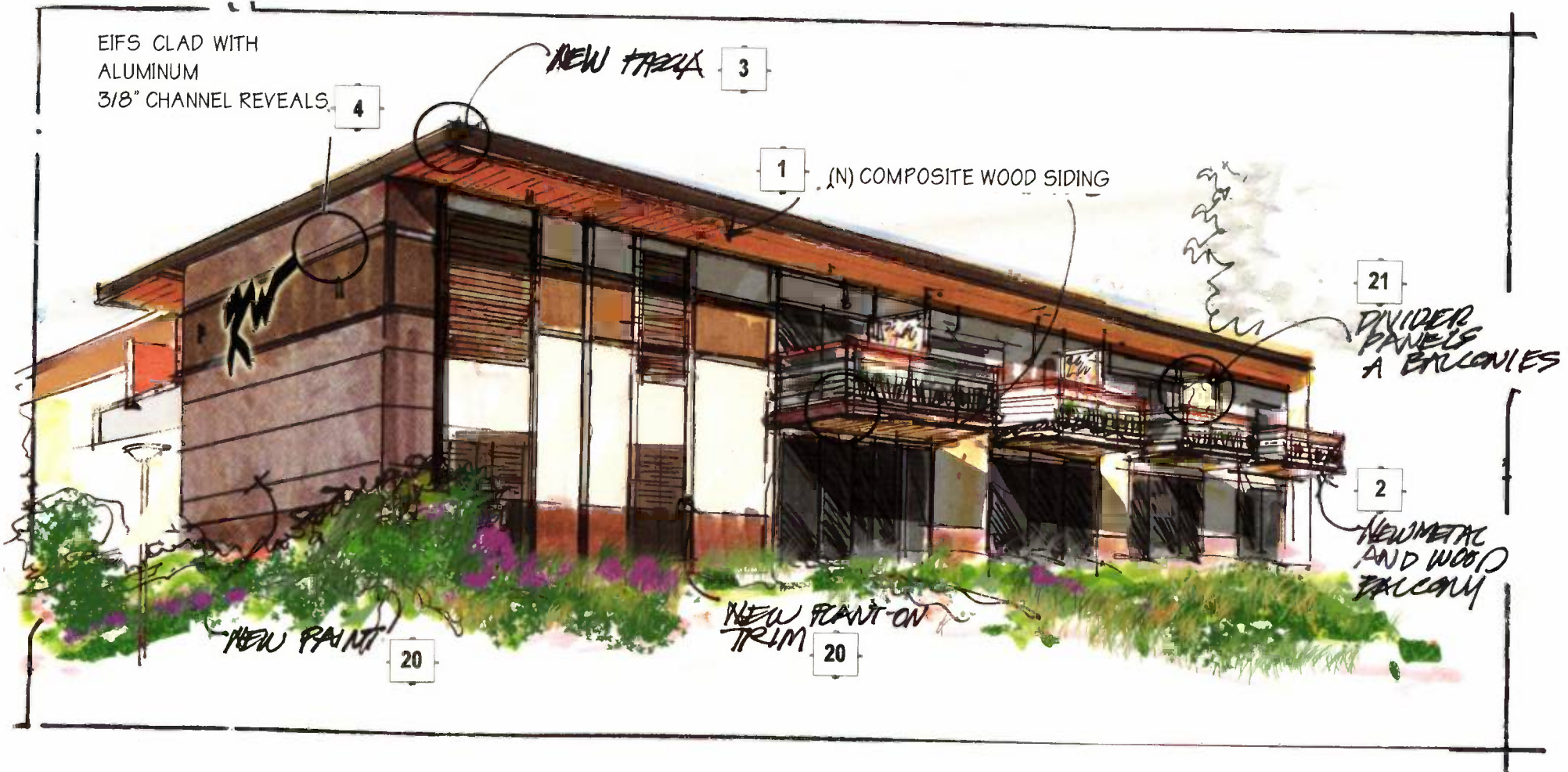




Courtyard and Building Enhancements



Hallway - Enhancements



Balcony and Patio and Building Enhancements