Personnel Committee Meeting Minutes December 4th, 2018

I. CALL TO ORDER at 12:36 PM

II. ROLL CALL
Present: Myles Watkins, Daisy Maxion, Melissa Baron, Kabir Dhillon, Martin Castillo, Erik Pinlac

Late: Erik Pinlac

Not Present: Mahdi Fugfugosh

III. ACTION ITEM - Approval of the Agenda
Motion to approve the agenda by K. Dhillon, second by M. Baron, motion PASSED.

IV. ACTION ITEM – Approval of the Minutes of November 13th, 2018.
Motion to approve the minutes of November 13th, 2018 by M. Baron, second by K. Dhillon, motion PASSED.

V. PUBLIC COMMENT – Public Comment is intended as a time for any member of the public to address the committee on any issues affecting ASI and/or the California State University, East Bay.

VI. UNFINISHED ITEMS:

VII. NEW BUSINESS ITEMS:

A. ACTION ITEM – Recommendation for Director of Legislative Affairs
The Personnel Committee took action on the appointments of the ASI Director of Legislative Affairs position. D. Maxion states there was a recommended applicant but they were ineligible because they were not a current student. The other candidate will be Louie. M. Baron would like to know if they could go with Yajaira Ortega Huerta, E. Pinlac states she is ineligible. M. Watkins goes over some items he looks forward to working on with Louie. M. Castillo would like to know if he has been asked if he could start working as soon as he is appointed, and D. Maxion confirms that it was part of the interview process.
Motion to recommend Louie Casillas as the Director of Legislative Affairs to the Board of Directors by K. Dhillon, second by M. Baron, motion PASSED.

5:30

B. DISCUSSION ITEM – Non-Academic Senate Positions
The Personnel Committee discussed the vacant non-Academic Senate positions. K. Dhillon states Diversity, Online Students, Residence Life, and Athletics are the...
current open seats. K. Dhillon has submitted the marketing request and would like to hear some suggestions from the committee as to the application deadline. K. Dhillon suggests the deadline should be the end of January. M. Watkins suggests it would be February 3rd so they have enough time to spread the word of the open seats. M. Castillo wants to bring recommends the committee that the application has been open for some time so they shouldn’t waste the three weeks prior to school starting. E. Pinlac would like for this to be done prior and have the newly appointed senators attend the retreat. M. Castillo suggests the committee to state the application will be open until the position is filled. This will allow them to interview as the students apply to the position.

13:35

C. DISCUSSION ITEM – Midyear Report for Executive Director

The Personnel Committee discussed the information for the midyear report for the Executive Director. D. Maxion will send out a survey midyear report to evaluate E. Pinlac and it will be sent out to Executive committee, some faculty and some chosen board of directors.

15:30

D. DISCUSSION ITEM – Tabling and Office Hours

The Personnel Committee discussed the concerns for office hours and tabling hours. K. Dhillon believes there has not been 100% board participation in tabling. Board members have spoken to K. Dhillon and informed them that they are unsatisfied that the unparticipating members are not being held accountable. M. Baron states that she sends out the email and signup sheets and asks members personally to table and they state they cannot, but when the time comes they are found in the office watching videos or playing games. E. Pinlac states it is found in the code of conduct that the members must table for two hours out of the week and the personnel committee must find them accountable. M. Castillo states that this happens every year and it is brought up this year for them to do something about it. He suggests different options in holding them accountable, no apparel, rewarding those who are tabling, the strike system that is currently in place. M. Watkins states that it puts stress on the board if they must do their job and table as well, he states it is not a problem if the board members are not tabling but doing their jobs, but if they are not tabling or doing their job then it’s not acceptable. M. Baron states that when joining the board it was clear that every board member must table and she has made it acceptable two hours every other week hoping to see a higher outcome. She states it will be nearly impossible to find 10 volunteers to table when you cannot get the board members to table. M. Castillo would like to notify the individual and not as a whole so they could start with the problem. E. Pinlac has spoken to D. Maxion about ways to receive feedback from the board about each member, good and bad in order to work on what needs to be fixed. K. Dhillon states the members are not checking in for their office hours. D. Maxion states that most of the members are in the office even though they are not checking in. M. Watkins suggests for the board to make their office hours public to the campus so that the students could hold them accountable for their hours. E. Pinlac would like to remind
them they can always check in with the front desk and they will check them in. **M. Baron** goes over a list of board members who have not tabled. **E. Pinlac** states that each member could have their own way of tabling but everyone must be informed of the tabling hours.

**44:30**

**E. DISCUSSION ITEM – Vice President of Programming**

The Personnel Committee discussed the position of Vice President of Programming. **K. Dhillon** would like to have VP of Programming to the Executive committee since they do a lot of programming activities and have added PAC. **E. Pinlac** states that this will be a larger conversation since he would rather look at the entire board set up. **M. Castillo** agrees with **K. Dhillon** statements and **E. Pinlac** that they should look over the entire positions and see what they could adjust rather than just looking at one position. **M. Watkins** agrees with **M. Castillo** they should look into VP positions in depth.

**52:18**

**VIII. ROUND TABLE REMARKS**

**M. Baron** states she is working on the newsletter.

**M. Watkins** reminds the committee that they will be having an Executive Committee meeting.

**IX. ADJOURNMENT at 1:30 pm**

Minutes Reviewed by:

**Executive VP**

Name: Daisy Maxion

Minutes Approved:

**1-30-19**

Date: