ASSOCIATED STUDENTS INC
CAL STATE EAST BAY

Personnel Committee Meeting Minutes of August 26th 2026

I. **CALL TO ORDER**

II. LAND ACKNOWLEDGEMENT - **We would like to recognize that while we gather at California State University East Bay located in Hayward, CA, we are gathered on the ethno-historic tribal territory of the intermarried Jalquin (hal-keen) / Yrgin (eer-gen) Chochenyo-Ohlone-speaking tribal group, who were the direct ancestors of some of the lineages enrolled in the Muwekma Ohlone Tribe of the San Francisco Bay Area, and who were missionized into Missions San Francisco, Santa Clara and San Jose.**

It is important that we not only recognize the history of the land of the Jalquin/Yrgin on which we gather to learn and participate, but also recognize that the First People of this region – the Muwekma Ohlone People, are alive and thriving members of the Hayward and broader Bay Area communities today.

It is of great importance to acknowledge the significance of this Holše Warep (hol-sheh wah-rehp) ~ Beautiful Land to the indigenous Muwekma Ohlone People of this region. We ask everyone who attends or visits Cal State University East Bay in Hayward, to be respectful of the aboriginal lands of the Muwekma Ohlone People, and consistent with their principles of community and diversity strive to be good stewards on behalf of the Muwekma Ohlone Tribe, on whose land you are their guests.

III. ROLL CALL
Present: Casey Pangilinan, Matthias Dempsey, Harshvardhan Mukesh Patel, Yashica Avhad, John Christian Tecson, Martin Castillo, James Carroll, Erick Loredo.

IV. IV. ACTION ITEM - Approval of the Agenda
Motion to approve the agenda of the Personnel Committee meeting on August 26th, 2026. Motion carried with no objections.

V. ACTION ITEM - **Approval of the Minutes of August 5th, 2026**
Motion to approve the Minutes of the Personnel Committee meeting on August 5th, 2026, by M. Dempsey, seconded by H. Patel. Motion carried with no objections.

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VI. PUBLIC COMMENT
No public comments.

VII. UNFINISHED ITEMS
No unfinished items.

VIII. NEW BUSINESS ITEMS:

A. DISCUSSION ITEM: Government Officer Concern: Mandatory Board Retreat
The Personnel Committee reviewed Kamil Ahmed's inability to attend the mandatory Fall Board Retreat and discussed potential next steps.

C. Pangilinan: Provided context regarding K. Ahmed's absence. Initial concerns involved housing circumstances that could have affected his attendance; however, those circumstances were resolved and K. Ahmed was expected to attend. On the morning of the retreat, K. Ahmed communicated that he was unable to attend due to illness. C. Pangilinan clarified that communication had been maintained throughout the circumstances. [02:50–03:37]

K. Ahmed: Explained the circumstances surrounding his absence and apologized for being unable to attend the retreat. [03:43–04:38]

C. Pangilinan: Thanked K. Ahmed for explaining the situation and acknowledged that the absence resulted from illness. He emphasized that the circumstances and maintained communication should be taken into consideration and did not believe consequential action was necessary. [04:47–05:21]

M. Castillo: Shared his thoughts regarding the circumstances surrounding the absence and the importance of considering the context when determining whether further action was appropriate. [05:22–06:02]

Y. Avhad: Discussed ideas for ensuring K. Ahmed could catch up on information or training missed during the retreat and remain supported moving forward. [06:02–07:03]

M. Dempsey: Thanked K. Ahmed for maintaining communication and acknowledged that unexpected circumstances may arise. He advised that future mandatory dates, including the

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Spring Board Retreat, should be prioritized once announced. While health and family emergencies are understandable, foreseeable conflicts should be addressed and communicated as early as possible. [07:03–08:04]

C. Pangilinan: Acknowledged K. Ahmed's initiative and involvement with the Board and encouraged him to prioritize his health while continuing to communicate circumstances affecting mandatory commitments. He reiterated the importance of prioritizing future retreat dates and communicating any housing or scheduling concerns as early as possible. The Committee agreed that no further action would be taken at this time and that the absence would be recorded and documented. [08:06–09:14]

B. DISCUSSION ITEM: ASI 2026-2027 Budget - The Personnel Committee will discuss the ASI Budget for the academic year.

J. Carroll: Opened Part 2 of the budget discussion and reviewed the Roll-Up Summary Worksheet, enrollment projections, financial outlook, and proposed reallocation of savings. Key points included:

- Enrollment continues to drive ASI's annual revenue, with current 2026-2027 figures remaining projected and subject to change. [09:26–11:43]
- For 2025-2026, revenue was approximately $20,000 below projections and operating expenses were approximately $11,000 below budget. Approximately $411,000 was initially borrowed from reserves; however, investment portfolio revenue of approximately $430,000 resulted in roughly $18,000 being returned to reserves. [11:47–13:20]
- Investment portfolio revenue cannot be reliably projected. ASI should continue conservative financial planning as operating expenses continue to exceed annual revenue. [13:20–15:13]
- Projected 2026-2027 revenue is approximately $1.4 million, with approximately $1.9 million in operating expenses and a projected shortfall of approximately $423,000. Operating costs continue to increase while the ASI association fee has remained unchanged for 18 years. [15:17–17:36]
- Identified savings are proposed to be reallocated toward student-focused priorities, including scholarships, Board and event programming, student travel funding, and other student initiatives. [17:36–18:21]

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- The Roll-Up Summary organizes the budget across Administration, Board, Pioneers, and Communications, with funding supporting internal operations as well as scholarships, programming, student employees, events, and communications. [18:37–21:28]
- Long-term planning will include continued management of reserves, a potential future fee referendum, alumni engagement and Giving Day, and development of ASI's five-year strategic plan. [21:38–24:22]
- Scholarship funding was emphasized as a priority because of its direct impact on student success and the ability of students to remain enrolled. [24:47–26:38]

C. Pangilinan: Expressed support for the proposed budget, particularly increased funding for scholarships, programming, and food at student events. He emphasized strengthening programming and Communications to demonstrate ASI's value while ensuring resources remain aligned with student wants and needs. [26:46–28:17]

J. Carroll: Discussed quarterly and mid-year budget reviews to monitor actual spending and provide the Board with opportunities to reallocate significantly underspent funds toward other priorities when appropriate. [28:27–29:43]
The Committee concluded its discussion of the 2026-2027 budget. [29:48–29:56]

C. INFORMATIONAL ITEM: Senator of CBE Position Open

The Personnel Committee was informed of the vacant Senator of CBE position.

C. Pangilinan: Informed the Committee that the Senator of CBE position became vacant following the previous Senator's resignation, effective the prior Thursday. Recruitment had already begun through ASI's Instagram, with additional outreach planned directly to students within the College of Business and Economics and through the College's Dean. [29:56–30:36]

C. Pangilinan: Provided the anticipated recruitment timeline, with a priority application deadline of September 8th and interviews planned through approximately September 15th. One application had been received as of the meeting, with the goal of seating a new Senator by the end of September. The application had been shared with the Board, and members were encouraged to assist in promoting the opportunity. [30:36–31:17]

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D. DISCUSSION ITEM: Government Officer Concern: Mandatory Board Retreat Attendance (Sai Sravan)

C. Pangilinan: Provided the Committee with the documented attendance concerns. S. Sravan arrived approximately 45 minutes late on August 10th without advance communication directly to C. Pangilinan. On August 11th, S. Sravan arrived approximately one hour late and contacted E. Loredo at approximately 9:47 AM, after the expected arrival time. S. Sravan was also away for approximately 45 minutes to one hour during the mandatory Title IX presentation. [31:34–32:23]

C. Pangilinan: Explained that S. Sravan had acknowledged arriving late on both days and that formal communication had not been provided directly to the Executive Vice President/Chief of Staff. S. Sravan had also indicated that he would improve communication moving forward. C. Pangilinan clarified that the Personnel Manual requires officers with retreat attendance concerns to address those matters directly with the Executive Vice President through the personnel process. [32:23–32:56]

S. Sravan: Explained the circumstances surrounding his late arrivals and stated that they were not intentional. He noted personal circumstances affecting his attendance and communication difficulties, including issues with his phone. He had communicated with E. Loredo but was unaware that attendance concerns also needed to be formally communicated directly to the Executive Vice President/Chief of Staff. S. Sravan acknowledged the communication issue and apologized to the Committee. [32:59–34:23]

C. Pangilinan: Recommended developing an education plan to formally document the concern while providing S. Sravan with clear expectations and support moving forward. He emphasized that the purpose would not only be to address what occurred but to establish a clear process for handling similar circumstances in the future and provide a plan for continued success in the position. [36:04–36:32]

The Committee further discussed the portion of the mandatory Title IX presentation that had been missed and the importance of ensuring the full training requirement is completed. [36:53–38:30]

M. Castillo: Discussed incorporating the missed training into the education plan so that completion could be documented and S. Sravan would have an opportunity to receive the

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information that was missed. [37:53–38:26]

M. Dempsey: Recommended that S. Sravan complete the Gender Equity and Title IX certification through CSU Learn and provide confirmation of completion to C. Pangilinan and E. Loredo. He emphasized that the training is a mandatory requirement and must be completed in its entirety, regardless of how much of the Title IX presentation was attended during the Board Retreat. [38:30–39:02]

C. Pangilinan: Recommended that an education plan be drafted and brought forward as an Action Item at the next Personnel Committee meeting. The plan would address attendance and tardiness expectations, appropriate communication procedures, and completion of the required Title IX training. He emphasized that the plan should also ensure that any organization-specific Title IX material missed during the retreat is completed and that S. Sravan has clear expectations and support moving forward. [39:27–40:29]

IX. SPECIAL REPORTS:
No special reports.

X. ROUND TABLE REMARKS:
No round table remarks.

XI. ADJOURNMENT: 1:54 PM

Minutes reviewed and approved by:
Chair/Executive VP/Chief of Staff Name:
Casey Pangilinan

Minutes approved on:
09/23/26
Date:

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