**Internal Affairs Committee Meeting Minutes for April 6th, 2012**

1. **Call to order:** VP **Pehrson** calls meeting to order at **8:53am.**
2. **Roll call**

Members Present Absent Members Guests

Lyla Pehrson Corrie Christine Randy Saffold

Jonathan Stoll Courtney Symonds

Melanie Sutrathada Tenaya Davis

Yija Guo Stan Hebert

Jamie Piazza Marguerite Hinrichs

Jerry Chang Christopher Prado

1. **Action Item - Approval of the Agenda**

**Motion: (Piazza) to approve the agenda.**

**Motion: (Piazza) to make a friendly amendment to the agenda.**

**Amendment I: to add an information item on the internal information report to the agenda.**

**Motion Carries.**

1. **Action Item - Approval of Minutes March 9th, 2012**

**Motion: (Piazza) to approve the March 9th, 2012 minutes.**

**Motion Carries.**

1. **Public Comment**

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

1. **Discussion Item-** Resolution to adopt proposed Remuneration Policy

VP **Pehrson** states that she will go over the draft of the proposed Remuneration Policy. The Remuneration Policy is how we pay our Directors and Vice Presidents of ASI, and the Board of Directors. We have changed how much we pay out. We are decreasing the amounts that the college directors get paid. We have decreased the amount from $600.00 to $250.00. This does not effective the Board. We made this remuneration policy, but we never adopted it fully as an oversight. Everyone has been getting paid the $600.00 as it was last year. This policy will affect the students going into the 2012-2013 school year.

Some people are inactive over summer; therefore instead of getting paid for twelve months, they will not be paid for summer if there is no use for them. The college directors don’t need to be here for the summer since nothing is happening at the college. We

have flexibility for some of the specialized directors who only get paid for a ten month period. If they need to be here over the summer for a project in the fall or something of that sort, they can prepare for it over the summer. If they choose to do this, they would have to bring it to the Board or the President to make it so that they will get paid for twelve months if they work over the summer. This proposed procedure still needs minor editing on the wording of some sections. At the next Board meeting I will be bringing a resolution. Then we can bring this to the Board before the end of this school year and make sure that this policy is enacted for the upcoming school year.

**Piazza** clarifies that the specialized directors will be paid $600.00, but the college directors will be paid $250.00.

VP **Pehrson** states that the reason for that is becausethe college director’s responsibilities are much smaller than the specialized directors. The time commitments of the college directors are much smaller than the specialized directors.

ED **Saffold** states the responsibilities are less, the volume of work that they are expected to produce is less, and they were originally proposed to receive a stipend based on the number of meeting they attended, but because our bylaws state to receive a stipend as opposed to a per meeting payment; we had to make a compromise. The $250.00 is the equivalent of what they would get if they were being paid per meeting as opposed to having a stipend.

**Piazza** asks if they are supposed to be a minimum of five hours a week of office time.

VP **Pehrson** states that there is not a minimum. The VP’s cannot exceed twenty hours because that would be going over part-time requirement. There are no stipulations as to how much time you are supposed to allocate. The jobs of the VP’s are not paid by the hour, that’s why we receive stipends. We are not actually considered employees. **Chang** asks if the directors would be paid as the same as the committee members. VP **Pehrson** states that the committee members get paid for each meeting **they attend**. They also have more responsibilities. The last Board tries to make it so that they get paid per meeting, but we cannot do that because there is stipend.

**Piazza** states that committee members do go to more meetings, but my only concern would be about the additional hours that they put in that they don’t get paid for.

VP **Pehrson** states the Board of Directors executive team discussed this over the summer, and this was the most fair and equitable decision. This is an increase from what they would be getting if they would have just been getting paid per meeting. This is not an actual job, which is why we are getting compensated.

ED **Saffold** states that this is remuneration and compensation; it is not pay. You receive pay equivalent to the hours working at a pay rate. This is just a thank you for service. All of the stipends within ASI are thank you for service. They are not tied to any hour requirement. Some schools don’t give stipends to all of their people. Some directors serve on a voluntarily basis.

VP **Pehrson** states that this resolution will be brought to the Board of Directors to be discussed, but asks **Piazza** if she thinks the committee should get paid more.

**Piazza** states that compared to the special directors, they received the same, but then it would be less than half.

VP **Pehrson** statesthat this might have come out of the fact that the year they did this; maybe the college directors were not as accountable as previous years.

ED **Saffold** states that it was not their fault. The expectations on the college directors are less because they do less. Part of it was because since they do less, therefore they should not have been expected to do more. The perception that they were not doing as much work as everybody else is because they don’t; that was subjective. Another reason is that the motivation behind the change was that we were trying to reduce the overhead of ASI, and we were aggressively reducing the overhead. It could be argued that the Board compensation wages were not balanced. The goal of the Executive Committee of the previous year was to reduce board overhead, which is why we cut out the amount of people we take to CHESS, reduced compensation for different college directors, and we cut some of the things we did for amounts we spent on retreats. There was a lot of cutting done by last year’s Board, therefore this was brought out of that spirit from the previous Board; it was not out of the spirit of punishment for them not doing things.

VP **Pehrson** states that although it seems like a big cut, I think they were grossly over compensated. The new people who will be coming in will not have experienced the $600.00 pay. I feel like this new paid cut is warranted. 18:36

1. **Discussion Item**- Employee Handbook; education reimbursement and vacation buyout: Randy Saffold

ED **Saffold** states that since **Melanie Sutrathada** has left the meeting, we have not met quorum. We need to discontinue any business items in this meeting. We cannot have and official meeting from this point forward. This would just turn into a working session or information session for people who are still here. We are not at quorum anymore.

VP **Pehrson** closes the meeting at **9:13am.**

1. **Information Item-** Proposed Changes for the Bylaws and Process for Amendment
2. **Roundtable Remarks**
3. **Adjournment**

Minutes Reviewed by:

**Internal Affairs Committee Chair\_\_\_\_\_\_\_\_\_\_**

**Name: VP Lyla Pehrson**

Minutes approved on:

  **04-20-12\_\_\_\_\_\_\_\_**

 **Date**