**Personnel Committee Meeting**

**Christopher Caldwell, Executive Vice President/Chief-of-Staff**

12:30 pm

Wednesday April 11, 2012

ASI Board Room, 2nd Floor, New UU Building

1. CALL TO ORDER
2. ROLL CALL
3. **ACTION ITEM - Approval of the Agenda**
4. **ACTION ITEM- Approval of the March 8th, 2012 Minutes**
5. **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. **INFORMATION ITEM**– **HR Policy Changes**

The committee will review new Internal Affairs policies that have been added to the new HR Personnel Handbook being crafted for us by Paychecks.

1. **INFORMATION ITEM**– **Proposed Position Efficiency Changes**

The committee will discuss which positions within ASI are no longer optimal and how these might be combined or reconfigured.

1. **INFORMATION ITEM**– **Compensation in ASI**

The committee will discuss cost of living increases, budget constraints, impact of raises not given to staff last year, and politics of raises vs. bonuses. Also explain vacation buy-outs.

1. **DISCUSSION ITEM**– **Educational Reimbursement**

The committee will review the proposed changes for educational reimbursement (previously discussed).

1. **DISCUSSION ITEM– Org Structure Revisited (Closed Session)**

The committee will review the plans to hire the approved position of Director of Administrative Systems which went unfilled last year. (Closed Session Requested as we will discuss performance issues previously discussed).

1. **ROUNDTABLE REMARKS**
2. **ADJOURNMENT**