**Personnel Committee Special Meeting Minutes for November 16th, 2012**

1. CALL TO ORDER: Chair **Alzamil** calls the Personnel Committee Special Meeting to order at 11:00 am.
2. ROLL CALL

Members Present Absent Members Guests

Zamil Alzamil John Erlandson Randy Saffold

Jerry Chang Stephanie Flowers

Erik Pinlac

Stan Hebert

1. ACTION ITEM **- Approval of the Agenda**

Chair **Alzamil** approves the agenda.

1. ACTION ITEM**- Approval of the November 2, 2012 Minutes**

**Hebert states to correct the spelling of his last name.**

**Chair Alzamil approves the October 24th, 2012 Minutes.**

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.**

**No Public Comment**

1. ACTION ITEM– (Closed Session) **Committee Seat Approvals – Zamil Alzamil**

**Motion: (Chang) to move to close session with an invitation to the ASI Executive Director and President Designee.**

**Motion Carries.**

**Chair Alzamil states during the close session three people were approved to serve on the environmental committee, and will report to the Board of Director.**

**0:16**

1. ROUNDTABLE REMARKS

**Saffold** mentions the following:

The board has satisfied OPEC, a retirement fund set aside for the organization.

The organization is working on extending the PERS contract to the ASI exclusive contract. The numbers are due on November 19th, 2012. When the information is received, it will be published immediately for a special meeting to be called on November 20th.

The organization will focus on the Associates Directors position, as a continual planning piece of bringing back roles into the organization.

All CSU’s and some UC’s have been asked to send in a job description of their current Associate Director, as a reference to help update and prepare the position description.

Looking at the organization structure how will the organization move forward, and prioritize the position that are being brought back to alleviate the work the organization does.

**Hebert** mentions the bookstore is considering graduating gowns made of recyclable material.

**Chang** mentions having the Associate Director as a primarily focus is a good idea. This year the organization was fortunate to have Becky to alleviate ED Saffold, as it was difficult to proceed without Saffold. Having an Associate Director will make the board much more effective, and expands the wealth of experience and knowledge of the boards vision.

**Hebert** states the personnel committee received kudos for the student appointment in the various academic and university committee. Some committees have expanded their seats to accommodate more members.

**Saffold** mentions the organization has met the core expectation of having student appointed between the first and second committee meetings. Focus on the spring to seat the university committee to do even better next year.

**Zamil** agrees the Associated Director is a great idea.

1. ADJOURNMENT

Meeting adjourned at 11:36 am.

Minutes Reviewed & Approved by:

**Personnel Committee Chair**

**Name: Zamil Alzamil**

**01-16-13**

**Date:**