**Personnel Committee Meeting Minutes of January 22, 2014**

1. CALL TO ORDER: Erik **Pinlac** calls meeting to order at **10:16AM.**
2. ROLL CALL

Members Present Absent Members Guests

Erik Pinlac Stan Hebert Randy Saffold

Michelle C. Xiong Chandra Kohler

Thamer Fahad Alhathal

Marie Alexandra R. Ibarra

Katrina-Mari Mayol

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

**Amendment I: (Xiong) to add in Discussion Item - Board Eligibility after Board Accountability, and this would be a closed session item.**

**Motion Carries as amended.**

**Motion: (Pinlac) to approve the Agenda.**

**Motion Carries.**

1. ACTION ITEM **- Approval of the December 4, 2013 Minutes**

**EVP Pinlac approves the December 4, 2013 Minutes.**

1. 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.**

No Public Comment.

1. ACTION ITEM - **Adoption of new salary range proposed by H.R**

EVP **Pinlac** yields the floorto ED **Saffold** and he addresses the following:

* Reviews HR document that shows salary ranges from 2003 from all CSU campuses and nonprofits. All but three of ASI’s employees fit in minimum and maximum range - accountant and custodial workers because their current salaries are over the salary maximum range. This means that they have been redlined - they cannot receive a new raise until the salary range passes where it is right now. If they adopt this range, they wouldn’t have any changes to the current salaries because they don’t have anyone below their current range. If they did find someone that was below the current range then they’d have to make that adjustment. Adopting this would change one persons’ role and that is the Accounting Technician, this title change causes for a new salary.
* Adopting this document gives the Executive Director the permission to work with HR to set a new salary range and adopt a new title.
* Wants to take this document back to HR so they can correct the Associate Executive Director title and they need to add back on to the document, as per this Board’s decision, the Director of Campus Recreation Position.

**Motion: (Xiong) to table the action item on voting on this document until next personnel committee meeting.**

 **Motion Carries.**

* ED **Saffold** further mentions that they have been given permission to move forward with their Cost of Living Adjustment (COLA).

 **11:03**

1. ACTION ITEM **– (Closed Session) ASI committee appointments**

**Motion: (Xiong) to go into closed session and invite Chandra Kohler.**

**Motion Carries.**

**11:32**

1. DISCUSSION ITEM- **(Closed Session) Board Accountability**
2. DISCUSSION ITEM – **(Closed Session) Board Eligibility**
3. ROUNDTABLE REMARKS

 No Roundtable Remarks.

1. ADJOURNMENT

 **Meeting adjourned at 10:57AM.**

Minutes Reviewed by:

 **ASI Executive VP/Chief-of-Staff**

 **Name: Erik Pinlac**

Minutes Approved on:

 **­2-5-14**

 **Date:**