**Personnel Committee Special Meeting Minutes of April 20th, 2016**

1. CALL TO ORDER **AT 12:02 P.M.**
2. ROLL CALL

**Present:** D. Lopez, S. Acosta, P. Narez, C. Sanchez, M. Castillo, and E. Pinlac.

**Late:** None.

**Not Present:** K. Rojas.

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

**(MSP)** Motion to approve the agenda by **D. Lopez**, seconded by **P. Narez**.

**(MSP)** Motion to amend the agenda to add New Business Item Action Item A. Spring Retreat and have it be Closed Session by **D. Lopez,** seconded by **P. Narez,** motion **PASSED.**

**(MSP)** Motion to approve the amended agenda, motion **PASSED.**

1. ACTION ITEM – **Approval of the April 7th, 2016 Meeting Minutes**

**(MSP)** Motion to approve the minutes of April 7th, 2016 by **D. Lopez**, seconded by **P. Narez**, motion **PASSED**.

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. NEW BUSINESS ITEMS:
   1. ACTION ITEM- **Spring Retreat [Closed Session]**

**(MSP)** Motion to go into Closed Session for New Business Item Action Item A, Unfinished Item Action Item A, and B by **D. Lopez**, seconded by **P. Narez**, motion **PASSED.**

Enters Closed Session at **12:06 P.M.**

Returns from Closed Session at **12:36 P.M.**

During Closed Session the committee made a motion to give exceptions to the 4 board members for the spring retreat with a vote of 4-0-1. There was a motion to seat **Deepankar Sharma** for Programming Council and External Affairs and seat **Nishad Begum Fna** on Programming Council, the vote was 5-0-0.

1. UNFINISHED ITEMS:
   1. ACTION ITEM- **Committee Appointment [Closed Session]**

During Closed Session **t**here was a motion to seat **Deepankar Sharma** for Programming Council and External Affairs and seat **Nishad Begum Fna** on Programming Council, the vote was 5-0-0.

* 1. ACTION ITEM- **Board Evaluations [Closed Session]**

During Closed Session the committee made a motion to give exceptions to the 4 board members for the spring retreat with a vote of 4-0-1.

* 1. ACTION ITEM- **Code of Conduct**

The committee talked about and looked at the code of conduct that was passed. They went over grammar errors, what changes were made and made changes to the code of conduct.

**(MS)** Motion to approve the code of conduct by **D. Lopez,** seconded by **C. Sanchez.**

**(MSP)** Motion to add an amendment to state this code of conduct will go into effect immediately upon approval by **D. Lopez**, seconded by **C. Sanchez**, motion **PASSED**.

**(MSP)**  Motion to add an amendment stating the for the second violation they will have a mandatory meeting with the Executive Director where a plan of action will be made to address their issue, for the third violation it will be the same thing but met with the Presidential designee by **M. Castillo**, seconded by **D. Lopez**, motion **PASSED**.

The committee talked about what would happen if this was passed and the committee member already has strikes against them with different consequences.

**(MSP)** Motion to amend the code of conduct adding that any strikes made previously are carried over for the 2015-2016 school year by **D. Lopez**, seconded by **S. Acosta,** motion **PASSED.**

**(MSP)** Motion to amend the code of conduct adding a signature from the President or EVP/ Chief of Staff for verification by **D. Lopez**, seconded by **C. Sanchez**, motion **PASSED.**

**(MSP)** Motion to approve the amended code of conduct, motion **PASSED.**

**22:50**

1. ROUND TABLE REMARKS

No roundtable remarks.

1. ADJOURNMENT **AT 12:56 P.M.**

Minutes Reviewed by:

**Chair, Executive VP**

Name: Stacey Acosta

Minutes Approved on:

**5-9-16**

Date: