

**Personnel Committee Minutes of March 18, 2020**

- I. CALL TO ORDER at **1:02 PM**
- II. ROLL CALL  
**Present:** Daisy Maxion, Kabir Dhillon, Siddharth Valecha, Melissa Baron, Riley Miller, Bronte Kuehnis, Martin Castillo,
- III. ACTION ITEM - **Approval of the Agenda**  
**Move** to approve the agenda by **S. Valecha**, second by **B. Kuehnis**.
- IV. ACTION ITEM - **Approval of the Minutes of March 4, 2020**  
**Move** the approve the minutes of March 4, 2020 by **S. Valecha**, second by **D. Maxion**.
- V. 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.
- VI. UNFINISHED ITEMS:
  - A. ACTION ITEM – **Government Officer Concerns**  
The Personnel Committee will take action on sanctioning Peter Chudinov, Senator of International Students, in regards to his performance in his role.  
**Move** to sanction Peter Chudinov to a level two sanction which would be recommendation from the ASI Senate by **K. Dhillon**, second by **S. Valecha**. **K. Dhillon** states that after the last Personnel Committee meeting and following up with Peter Chudinov, Bronte Kuehnis and Siddarth Valecha, I do not think Peter Chudinov has a task list. There is very little that has been done and I do not think there will be much done in the next month either. **S. Valecha** states that looking at the plan that he had, the first one was to hold an event introducing nternational students to campus resources. It had three subsections which was major academic counseling, career counseling, and jobs. That has not happened and will not be happening because we cannot go on campus anymore. Second, hold multicultural potluck for international students, which already happened because the center for international students did it. The third one was to hold a study night for international students. Subsection



A states that students go through similar classes; remedial English, general studies, and etc. Giving them a place and time to study will help them grow academically and professionally. The last time I checked, remedial classes were not happening anymore with the semester conversion. Basically, nothing happened. When I sent out an email on Monday, he still has not responded. We gave him a task list, which was to start reaching out to the Senator of International Students, education, and reach out to his constituent group, asking if they need any resources. For example, for my country, my boarders are closed so I am stuck here. Imagine all the students that are on campus that have nowhere to go. They need to be aware of the resources that are available on and off campus. **B. Kuehnis** mentions that he was absent during the meeting last week. He had told us that he had an appointment with the DMV right before the meeting began. I messaged him privately and I told him that it would be referred to Personnel if he was not going to go because he did not provide us with the notice 48 hours in advance. He even stated that he scheduled the appointment in advance. This is something that has been communicated to him repeatedly to him. **M. Baron** states that in his letter, it seems like he is contradicting everything that was said. He was late to meetings, was not accomplishing his tasks, but in the email, he also mentioned that he did work on some things. For example, he worked on the CIEs and submitted marketing requests. He mentioned that he had tabling planned. **B. Kuehnis** states that what he is trying to say is that he attended meetings and that does not count that he has been working on his own. Even with what he said, the only thing that he mentioned that was his own was the Crosswalk, which does not apply to his role. **S. Valecha** adds that he applied for Senate funding after Bronte Kuehnis and I constantly told him to put it on the agenda. The first week it will be an agenda item, the second would be an action item and for the action item, he would need to have the price and cost. In response, he said all e wants is pizza. I asked him that he would need to decide the type of pizza he would want. He did not show to the meeting where he was going to ask for funding. The tabling was supposed to be in April, after Spring break. It was not even scheduled before the break. We told him that he had not been tabling. He only tabled twice with Yajaira. **M. Baron** asks K. Dhillon about Peter Chudinov's tabling. In the email, it seems like he had been tabling. **K. Dhillon** states that according to the email, he said that tabling will be done in the first week of April. To me, that was alarming because everyone should be tabling already. I know the Academic Senators have been tabling and so have I and other government officers. Tabling is something that should be doing. So far, quite frankly, this is inappropriate. There was a time last semester where he wanted us all to table at one point for an event, but it was not



communicated properly. **S. Valecha** states that he told Peter Chudinov that if there was trouble tabling alone, I can table with you. Even though it is not a part of my job description, I wanted to teach how to be confident enough to table in front of people and communicate his thoughts. I took a big step in offering to help him table. **E. Pinlac** states that with office hours, he has noticed that Peter Chudinov has done more office hours than shown on Simple In/ Out. I am not sure what is going on. **K. Dhillon** states that Peter Chudinov's office hours are alarming. With looking at everyone's office hours, there is a drastic change between the two. To only see two hours is alarming. **D. Maxion** asks if this is a level one sanction. **K. Dhillon** states that it is a level two sanction. **E. Pinlac** asks if level three is for position removal. **K. Dhillon** states that he already has one sanction and it adds up to three after another sanction. **D. Maxion** states that from what she is seeing, he is not serving his constituent group or hosting events and providing support. I am not against people completing side projects, only if it does not go against what the by-laws state to do. **K. Dhillon** adds that in the email, he does not state much of what he has done for international students. I do not see anything occurring in the next few weeks. **S. Valecha** asks **K. Dhillon** if Peter Chudinov was invited to the Personnel meeting to provide his input. **K. Dhillon** responds that he did. **S. Valecha** states that he should be here to present his side. **E. Pinlac** mentions that he recently spoke to him. Our conversation showed that he does not want to do this. He realized that this is not a top priority for him anymore. I told him that I will follow up with him on Friday to see where is with it. Graduating seniors have other things to do and for him, he has a few projects outside the university. I agree with the all things that were said. **R. Miller** asks what the plan of action would be. I have not seen someone be removed. I still want the international students to be addressed. **K. Dhillon** states that him and Erik Pinlac will discuss the procedure for removal. We will go to the Board and they will make a decision whether or not to remove him. I can see the Senator-at-large helping the international students at this point since they represent all students. **D. Maxion** states that this seals the deal. He is a graduating senior also. I think a level two sanction would be appropriate because the next step will be removal from the Board. It does not sit well with me if someone is still getting paid to do something that they are not doing anymore. **S. Valecha** mentions that Daisy Maxion, himself and Riley Miller are graduating and still try to get there stuff done. I agree with what Daisy Maxion stated. If anything, I can reach out to international students and there are many people who will be willing to help. All those in favor of sanctioning Peter Chudinov say I, all those opposed, Motion **PASSES**.

19:38



VII. NEW BUSINESS ITEMS:

A. DISCUSSION ITEM – **Government Officer Concerns**

The Personnel Committee will discuss the following Senators who have been tardy and/or absent to ASI Senate meetings.

1. Karen Parada, Senator of Alumni Relations
2. Justin Mercado, Senator of Commuter Students
3. Peter Chudinov, Senator of International Students

**B. Kuehnis** states that for Karen Parada, her absences were for February 20<sup>th</sup> and March 12<sup>th</sup>. I am looking at the meetings from this semester. I have given many warnings about being late and absent. She did not give me any notice of those dates and that is why she is being referred today. I believe she does not have any excusal and I have not gotten a response from her. With Justin Mercado, you can refer to the statement that he made. I was referring him for the following date; his absence on March 12<sup>th</sup> and February 6<sup>th</sup>. I did not give him clearance to miss the meeting on March 12<sup>th</sup>, but for March 5<sup>th</sup>, it was okay due to the circumstance. Before, he would tell me the night before or the day of. He asked to call into a meeting, which I approved. For March 12<sup>th</sup>, there was no excuse for that. He may have mistaken it as an extra meeting, but we made it clear that everyone needed to attend. **S. Valecha** adds that there was an additional meeting because items needed to be approved and resolutions needed to be discussed. He needs to be accountable for his time management. I know that he commutes, but he should know that there is a rule of informing people of your absence 48 hours prior. If other people follow it and he cannot, we cannot make an exemption. I have no issue with his work ethic, it is his tardiness. **B. Kuehnis** states that many people were late on the 12<sup>th</sup>. I understand that he has been communicating, but not with the dates I referred him for. **K. Dhillon** states that they would need to check in with Karen Parada. With these two, would it be a recommendation for a sanction? **B. Kuehnis** states that she would recommend a sanction because it was made clear that it is important for senators to attend meetings on time. There is no excuse if you do not 48 hours advance. I have been working with Justin Mercado to call into meeting, since he has been commuting. It is not fair that this goes unnoticed. **R. Miller** states that he knows that for Justin Mercado, commuting is difficult, but he is not the only commuter. It sounds like he is trying his best to be there and call into meetings. **E. Pinlac** states that his only concern is that the absences fall into last week, especially with the corona virus. I am looking at how the sanctioning will



work. For Peter Chudinov, his absences were before the virus. I know Justin Mercado has been having car issues. **B. Kuehnis** states that the car issues was on the 5<sup>th</sup> and it was about five to ten minutes before the meeting ended and it was an extenuating circumstance. I understand that he has been calling in at almost every meeting. For the last meeting, it happened on Zoom and during the same time as all the meetings. It is just about communication and checking emails that are sent by Siddharth Valecha and I. **K. Dhillon** states that for the other dates, he will look into them. Bronte Kuehnis and I will be in contact with them and from there, we will see if we should proceed with the sanction. I do see Erik Pinlac's point about the last meeting and that it was last minute. At the same time, it was communicated before-hand.

28:24

**B. DISCUSSION ITEM – Office Hours Review**

The Personnel Committee will review the Student Government's Office Hours.

**K. Dhillon** states that there is link that has the total amount of office hours. I calculated the hours up until the week before last. I understand the last few weeks had been a little hectic. It shows week by week and the total office hours. **D. Maxion** asks if there were any outstanding hours. **K. Dhillon** states that he did not notice any. **E. Pinlac** mentions that Kris Disharoon spoke about what another department is doing for their office hours. On Zoom, you can create a personal room and we can have people log in that way for their office hours in a private room. **K. Dhillon** states that Freshta Sharifi stands out at 13 hours, but there were a couple of emails she sent. **S. Valecha** states that Freshta Sharifi is at Concord.

**D. Maxion** states that Karen Parada also has outstanding hours. **K. Dhillon** mentions that Daisy Padilla is under two hours, but she has a few emails sent to me. Karen Parada has been having issues with Simple In/Out and so she has been sending emails when she has been in and out. **B. Kuehnis** states that Karen Parada is consistent with her office hours. **E. Pinlac** says that he believes that there are some errors. For instance if you look at Zaira Perez's hours, March 1<sup>st</sup> through the 7<sup>th</sup>, she has 38 hours and she might have stayed logged in.

**K. Dhillon** states that some people forget to log out. **E. Pinlac** says that he will talk to Kris Disharoon to see if there is a way to log people out at 6, if they are still logged in. **S. Valecha** states that the front desk logs in and signs out people if they forgot. **E. Pinlac** states that they want to integrate Simple In/Out with some type of badging system. I will talk to Kris Disharoon about it. **R. Miller** asks if Bay cards can be used to sign in and out. **E. Pinlac** states that it may not work properly. **K. Dhillon** states that he will look deeply into this and



it will take a while. I will have to check my emails and text messages about people checking in and out and when they did.

35:15

C. DISCUSSION ITEM – [ASI Business Continuity Telecommuting Policy and Procedure Plan for Student Graphic Designers and Student Web Developers](#)

The Personnel Committee will discuss the ASI Business Continuity Telecommuting Policy and Procedure Plan for Student Graphic Designers and Student Web Developers.

**E. Pinlac** states that the document was brought to cover all of the staff. It originally started with the graphic designers because they can work from home, but some of the other cannot. We want to broaden it. Having a policy and procedure for this would be good to put in place and I would like to send it to the Board for approval. This is in the employee manual and it is only two lines, but this gives more clarification on how we would proceed to do it. Most of the staff is doing this now and we had our staff meeting yesterday to discuss it. Feel free to read more in depth. **B. Kuehnis** asks if it ready to take action at the next meeting.

**E. Pinlac** replies that it is.

37:23

D. DISCUSSION ITEM – [ASI Student Government Letter of Understanding](#)

The Personnel Committee will discuss making revisions to the ASI Letter of Understanding.

**K. Dhillon** states that the document is outdated and the language changes make it better than before. If you have comments, please feel free to let me know. **E. Pinlac** states that it looks good and he will look more in depth on it.

38:23

VIII. SPECIAL REPORTS:

IX. ROUND TABLE REMARKS

**S. Valecha** reminds everyone to wash their hands.

**K. Dhillon** thanks everyone for being accommodating at this time. It has been a little bit hectic for everyone. I think that this went well and it will go well during the next Board meeting. It will be the first Zoom board meeting ever.

**D. Maxion** states that if you see any promotion with the Census, promote it on social media. The county will have a low count because of people leaving. Please promote the Census.



**R. Miller** states that his family got off the Princess cruise line and is healthy and good. They are in quarantine until the 24<sup>th</sup> and they get a free rental car to come home.

**S. Valecha** states that they closed the borders to India, so I'm stuck here.

X. **ADJOURNMENT at 1:42 PM**

Minutes Reviewed By:

**Executive VP/Chief of Staff:**

Name: Kabir Dhillon

Minutes Approved On:

Date:

