

**Personnel Committee Minutes of September 29, 2021**

- I. CALL TO ORDER at **12:02 PM**
  
- II. [ROLL CALL](#)  
**Present:** Kabir Dhillon, Anjelica De Leon, Mirna Maamou, Jose Simon Carmona, Zaira Perez, Martin Castillo, Erik Pinlac,  
  
**Absent:** Kristopher Disharoon
  
- III. ACTION ITEM - **Approval of the Agenda**  
**Motion** to approve the agenda of September 29, 2021, by **A. De Leon**, second by **J. Carmona**, motion **CARRIED**.
  - I. ACTION ITEM - **Approval of the [Minutes of September 15, 2021](#)**  
**Motion** to approve the agenda of September 15, 2021, by **J. Carmona**, second by **M. Maamou**, motion **CARRIED**.
  
  - II. ACTION ITEM - **Approval of the [Minutes of September 20, 2021](#)**  
**Motion** to approve the agenda of September 20, 2021, by **M. Maamou**, second by **A. De Leon**, motion **CARRIED**.
  
- IV. 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.  
**2:06**
  
- V. UNFINISHED ITEMS:
  - A. ACTION ITEM: [Chair Appointment](#)  
The Personnel Committee will take action on recommending an applicant for Chair.  
**Motion** to move the Personnel Committee to take action on recommending an applicant for Chair by **K. Dhillon**, second by **A. De Leon**, motion **CARRIED**.



**K. Dhillon** states that in our previous Personnel Committee meeting, it was addressed that Krisstina took interest in being Chair therefore we will be promoting Krisstina from Senator of Online Students to Chair. She will be starting on October 1<sup>st</sup> because of the resignation and scholarship process. She has previous ASI experience and worked with AJ.

**A. De Leon** states if we approve her to become Chair, Kabir and I will train her next week which should be in time for the Board meeting that happens every 2 weeks. We want to make sure she feels ready and prepared. We ask that you attend some of our Board meetings to have exposure to Robert's Rules. I have trained her in emails if that is the route we have voting her in the Board meeting after this meeting. I know she will do a great job and have support from us as well.

**M. Maamou** states she is in my support group and will check in on Krisstina. I can be another person to help her that way it is not all on Kabir and AJ. We have group chats for checking in as well.

**Motion** to approve the Personnel Committee to take action on recommending an applicant for Chair by **ALL**, motion **CARRIED**.

4:39

B. ACTION ITEM: [Senator of Online Students Appointment](#)

The Personnel Committee will take action on recommending an applicant for Senator of Online Students.

**Motion** to move the Personnel Committee to take action on recommending an applicant for Senator of Online Students by **K. Dhillon**, second by **A. De Leon**, motion **CARRIED**.

**K. Dhillon** states Ashley Medeiros is the second highest scoring applicant for online students. She did apply for multiple positions similar to other applicants for Senators. She is knowledgeable in other areas such as commuter students and online students.

**A. De Leon** states she will do a great job integrating in to the team and this position. She was unable to attend the Senate Onboarding therefore if we do vote her in, next week would be a good time for Kabir and I to train her or anyone who is new to their position. Ashley has great ideas that are specific. I am excited to see that if she gets voted in on how she will implement her leadership skills into the ASI setting.

**J. Carmona** states she showed a lot of potential from what I saw on Instagram and her affiliation with Alpha Phi. I am excited to see what she will do as a Senator of Online Students.

**Motion** to approve the Personnel Committee to take action on recommending an applicant for Senator of Online Students by **ALL**, motion **CARRIED**.

7:13



VI. NEW BUSINESS ITEMS:

A. DISCUSSION ITEM: **Covid-19 Sick Leave Extension Policy**

The Personnel Committee will discuss the Covid-19 Sick Leave Extension policy.

**E. Pinlac** states the COVID-19 Sick Leave that was mandated by the state is ending by the end of this month. This policy is to extend it until December 31<sup>st</sup>, 2021. We are proposing to extend the sick leave until the end of December. If people are asked to receive a third shot of the vaccine or a booster, they may feel the symptoms or side effects and need to take some time off. As schools and places are opening with the chance that people can still get COVID-19 then people will need to take time off to care for their family members or themselves. The SD95 was passed through the California State Senate. There is more detail on the document, but it is a fairly short policy. This is something to help our staff because full time staff have sick days, but our student staff do not have that luxury. I believe this extension is most beneficial to that population.

**M. Castillo** asks why would the policy only extend to the end of December when we are unsure how long the pandemic will last? Is there a timeframe that is required, or could you extend this throughout the academic year?

**E. Pinlac** answers that we could extend it past December 31<sup>st</sup>, but we are choosing that date in the case there is legislation that passes that could change the extension. We do plan to extend the sick leave as long as we are in the pandemic. The full time staff have a few 100 hours that pile up, but student staff do not and need that support. A whole day of using their sick days could depleted all of their sick leave.

**K. Dhillon** asks if there is any other discussion.

10:25

B. DISCUSSION ITEM: **Government Officer Concerns**

The Personnel Committee will discuss Senator of CLASS Neilah Peku's absences from Board of Directors meetings and performance.

**K. Dhillon** states there were Neilah's absences from the last 3 meetings. The first one, she was excused because she did express to me and AJ that she could not make it. The recent meeting, she came in late.

**A. De Leon** states that Neilah has done a good job on communicating when she can that she is going to miss a meeting. However, in the bylaws, it states that you can only miss a certain number of meetings. You have been doing great in your role and setting up town halls. We would like to hear about the absences themselves and how we can improve moving forward.



**E. Pinlac** states I want to share what is stated in the bylaws which is not specific to other things. Under Article 11 Section 2, a Board member may be removed from the office with 3/4<sup>th</sup> vote from the Board and can be but not limited to missing consecutive Board meetings. The language is not definitive, but it is early enough in the year where we can correct it before having go straight to removal. If you do have a class at that time, we do have an exemption policy.

**N. Peku** states thank you everyone for sharing your perspectives. I do want to share and speak about what I have been going through. During that time, I was going through a lot with Alpha Phi and my leadership position with them as it was recruitment season which is what my position pertains to. My home was under remodeling and construction which had nothing to do with class. I want to acknowledge that I lacked that communication which could have been more efficient at the time. I did take mental health days and I could have communicated that as I see other ASI Board members send emails about needing a mental health break. I did start returning to my routine of things and want to improve my communication moving forward. I want to open and honest about this. I apologize that I could have done better at communicating.

**K. Dhillon** states due to your performance, I do not think we need to recommend you for removal at this time. It is very early on, but I want to emphasize that it is important for the Senator of CLASS to attend these meetings to address things that could or are affecting CLASS students. We do not want this conversation to take away from the things you are currently doing. What I will be recommending an improvement plan for 30 days of your attendance to Board meetings and group communication which would be more beneficial in this case. I do not think this requires a level 1 sanction.

**M. Castillo** states it is a pleasure to work directly with you and I appreciate you coming to this meeting and taking ownership. I have been on this Board for over 10 years, and I have never seen this happen. I appreciate you speaking here with us about your absence because it shows who you are as a person. We are catching it early enough that we can make a positive impact. Thank you for the way you approach this.

**E. Pinlac** states there are a lot of people who do not take responsibility for what has happened. I do respect that you took responsibility. You have not missed 2 meetings in a row which is stated in the bylaws. This is more of a warning essentially than a sanction level 1 or a written warning. You are not alone when it comes to communication as it happens throughout the organization which we do approve on as a whole.

**K. Dhillon** states we appreciate you being honest as we want to create an environment in ASI that people are honest about their mistakes. Open to positive criticism, and how to improve. If you do violate the 30 day improvement plan then it would be a level 1 sanction.



You do recognize your lack of attendance at these meetings which means you are already improving. I will be sending the plan which Neilah can review so that we can vote on it in the next meeting.

**18:53**

VII. SPECIAL REPORTS:  
No special reports.

**18:58**

VIII. ROUND TABLE REMARKS  
**K. Dhillon** states there is a Board of Directors meeting at 1:00 PM.

**19:22**

ADJOURNMENT at **12:21 PM**

Minutes approved by:  
**Executive Vice President/Chief of Staff & Chair**  
Name: Kabir Dhillon

  
-- ASIExecVP (Nov 10, 2021 17:05 PST)

Minutes approved on:  
**11-10-2021**  
Date:

