

**Personnel Committee Meeting Minutes Thursday, January 15th 2026**

**I. CALL TO ORDER at 11:09AM**

- II. LAND ACKNOWLEDGEMENT** - We would like to recognize that while we gather at California State University East Bay located in Hayward, CA, we are gathered on the ethno-historic tribal territory of the intermarried Jalquin (hal-keen) / Yrgin (eer-gen) Chochenyo-Ohlone-speaking tribal group, who were the direct ancestors of some of the lineages enrolled in the Muwekma Ohlone Tribe of the San Francisco Bay Area, and who were missionized into Missions San Francisco, Santa Clara and San Jose.

It is important that we not only recognize the history of the land of the Jalquin/Yrgin on which we gather to learn and participate, but also recognize that the First People of this region – the Muwekma Ohlone People, are alive and thriving members of the Hayward and broader Bay Area communities today.

It is of great importance to acknowledge the significance of this Holše Warep (hol-sheh wah-rehp) ~ Beautiful Land to the indigenous Muwekma Ohlone People of this region. We ask everyone who attends or visits Cal State University East Bay in Hayward, to be respectful of the aboriginal lands of the Muwekma Ohlone People, and consistent with their principles of community and diversity strive to be good stewards on behalf of the Muwekma Ohlone Tribe, on whose land you are their guests.

**III. ROLL CALL**

**Present:** Kartik Tripathi, London Deguzman, Charan Reddy Doolam, Kamalathmika Chalasani, Rolando Munos, Martin Castillo, James Carroll, Erick Loredó

**Absent:** -

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

Motion to approve the agenda of Personnel Committee meeting of January 15th, 2026 by **L. Deguzman**, seconded by **C. Reddy Doolam**, **MOTION CARRIED.**

2:02

**V. ACTION ITEM - Approval of the Minutes of November 18th, 2025**



Motion to approve the minutes of Personnel Committee meeting of November 18th, 2025 by **L. Deguzman**, seconded by **C. Reddy Doolam**, **MOTION CARRIED.**

2:23

**VI. 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 Comments

5:18

**VII. UNFINISHED ITEMS:**

No Unfinished Items

5:24

**VIII. NEW BUSINESS ITEMS:**

**A. DISCUSSION ITEM: Government Officer Concern**

The Personnel Committee will discuss Senator at Large Pooja Patchwa's performance in regard to missing the ASI BOD retreat and/or other key items.

**K. Tripathi** stated that the item under discussion concerned issues related to **P. Patchwa's** performance, specifically her absence from the retreat, her absence from the last Board of Directors (BOD) meeting of the previous semester, and missed office hours. For the record, he noted that **P. Patchwa** missed two scheduled office hours on December 1 and December 2. He further stated that she missed the December 3 Board of Directors meeting and was also absent from the winter retreat at that time. He acknowledged that **P. Patchwa** did provide written notice of her absence on December 1.

**K. Tripathi** emphasized that these facts were not disputed and would form the basis of the discussion. He referenced the ASI Code of Conduct, Section 7, which states that members are responsible for fulfilling the duties of their office as outlined in the bylaws and related policies, including being available to constituents through required office hours. He also cited Section 13 of the Code of Conduct, which specifies that concerns related to a member's responsibilities or performance are to be properly reviewed by the personnel committee.



**K. Tripathi** referred to the bylaws, Article 8, Section 7, which require all voting members of the Board of Directors and Senate to attend two mandatory retreats, including the winter retreat. He noted for the record that during the candidacy process in March, all ASI candidates were informed that board retreats were mandatory and that the dates were provided in advance. As part of that process, candidates were advised that if elected, they should make the necessary travel plans and personal arrangements to meet these required ASI obligations.

**K. Tripathi** stated that the personnel committee has a responsibility to evaluate the overall impact of missing multiple office hours, Board of Directors meetings, and a mandatory retreat, particularly when these requirements were clearly communicated in advance and are fundamental to board service and student representation. He then indicated that he would open the floor to personnel committee members to ask any questions they might have for **P. Patchwa**. Before doing so, he stated that **P. Patchwa** would be given an opportunity to speak on her behalf and explain her reasons for missing the specified obligations, should she choose to do so.

8:19

**P. Patchwa** stated that she apologized for being unable to attend her office hours during the previous semester and for missing the Board of Directors meeting. She explained that she experienced an emergency that required her to fly back to her hometown due to the death of a relative. Because of this situation, she had to leave on short notice and was unable to notify others immediately. She added that she booked her flight earlier than the retreat dates and, as a result, was unable to return to California in time for those obligations.

She further explained that she has been dealing with an ongoing dental issue that required four separate treatment sessions. Due to scheduling constraints, she was unable to secure appointments in December and instead received appointments later in January. She stated that she could not address the dental issue in California and therefore had to return to her hometown for treatment, which required her to stay longer than initially planned. As a result, she was unable to attend the winter retreat.

**P. Patchwa** apologized for not communicating these circumstances earlier and stated that she attempted to manage her flight arrangements and dental appointments, but was unable to do so due to the unavailability of earlier appointments. She concluded by apologizing for the situation and for her mistakes

**K. Tripathi** thanked **P. Patchwa** for her explanation and asked whether she could provide a rough date indicating when she had booked her flights to return home in December. He



clarified that he was asking for the date the flights were booked, not the return date itself, and requested that she provide this information to the personnel committee.

**P. Patchwa** responded that she had booked her flights around the second or third week of November, approximately around November 2.

**K. Tripathi** acknowledged her response and then asked whether any other personnel committee members had additional questions for **P. Patchwa**. When no further questions were raised, he informed her that she was free to leave if she wished and that the committee would proceed with its internal discussion. He stated that if she chose to leave, he would follow up with her regarding the committee's decision and the next steps.

11:19

**K. Tripathi** stated that it was the responsibility of the personnel committee to document any necessary next steps. He provided context by noting that this was the second time **P. Patchwa** had been referred to the personnel committee, with the first instance also involving a missed retreat in August. He emphasized that this history should be taken into consideration as the committee moved forward with its decision. He then opened the floor to committee members, asking whether anyone had ideas or wished to engage in further discussion regarding possible actions or the appropriate course of action.

**L. Deguzman** asks if they have her action plan. **K. Tripathi** replied he had her action plan. **K. Tripathi** stated that she had submitted her action plan and outlined what she was able to complete. He noted that she completed all assigned items except one, which involved meeting with James. Due to scheduling conflicts, that meeting could not be arranged. He explained that this related to civil rights and Title IX training, and therefore did not need to be considered further.

Regarding the action plan overall, **K. Tripathi** confirmed that it was completed. However, he pointed out an important concern. He explained that she had previously been referred to the Personnel Committee, where the goal was for her to understand that retreat attendance is important and mandatory. He stated that, in his view, there had been no improvement toward that goal.

**K. Tripathi** noted that she was missing another retreat and mentioned that she had booked her flights in November. He explained that by that time, she should have been aware that a retreat



would take place. Since she had already been sent to Personnel for issues related to retreat attendance, he stated that her travel should have been planned accordingly. He concluded by recommending that actions be taken, explaining that the issue was repetitive and that no improvement had been observed in this area.

13:30

**E. Loredó** stated that, based on standard protocol and his past experience handling similar situations in the Personnel Committee, the matter should be addressed strictly according to policy. He noted that this was the second time the individual had been referred to Personnel for the same reasons. He emphasized that missing officer hours, Board of Directors meetings, and retreats are serious issues that should not be taken lightly or dismissed. **E. Loredó** concluded by recommending that the Personnel Board take further action.

**J. Carroll** acknowledged that these are difficult conversations and emphasized the importance of carefully considering the appropriate course of action. He noted that all dates were shared transparently with every candidate and that, once selected and seated, all new board members received a comprehensive PDF in late April or early May outlining the full year's schedule. While he recognized that not everyone may review those materials closely, he stressed that after the organization has exercised due diligence by sharing information multiple times, responsibility must also rest with individuals to plan accordingly.

He further explained that this was not the first conversation regarding the retreat and scheduling expectations. Although he acknowledged that emergencies can arise, he expressed concern about the lack of timely communication from **P. Patchwa**. He noted that responses were only provided after others reached out regarding missed board meetings and scheduling issues. **J. Carroll** highlighted that this raises fairness concerns, particularly for members who communicated early, adjusted travel plans, or made efforts to prepare in advance. He added that even while traveling, members are expected to communicate and explore ways to remain engaged or make up missed responsibilities. He concluded that this lack of proactive communication was an important factor to consider in the discussion.

16:11

**R. Munos** stated that missing key dates such as Board of Directors meetings, retreats, and office hours reduces opportunities to interact with the team and limits the ability to complete assigned responsibilities. He explained that this lack of participation can negatively affect performance, particularly when circumstances or expectations change.

He acknowledged that everyone has personal priorities and that medical issues may arise; however, he emphasized that these dates were communicated well in advance. He added that





there should have been clearer and earlier communication about conflicts, along with efforts to work individually with leadership or other Board of Directors members to address and improve the situation.

17:09

**L. Deguzman** expressed concern that repeated lack of attendance significantly sets back an officer's work. He noted that she had not observed any events, policy discussions, or visible contributions from the individual, which gave the impression of limited participation as a board member.

He further stated that this situation was unfair to those who are consistently putting in substantial effort. Referring to organizational policy, he explained that missing the retreat already constituted a Level 2 sanction and that an action plan had been created, which the individual completed. However, he emphasized that the current issue would result in another Level 2 sanction, thereby exceeding the allowable limit. Based on this, he recommended removal. **K. Tripathi** stated that he fully agreed with **L. Deguzman's** assessment and, based on the concerns raised, also recommended removal.

18:01

The Personnel Committee continued discussion regarding a personnel matter involving **Pooja Patchwa**.

**During the course of this discussion, the recording device stopped recording.**

The committee continued deliberations in accordance with committee procedures. Following discussion, the committee reached a unanimous consensus to recommend removal.

**B. DISCUSSION ITEM: [ASI Election Committee Candidates](#)**

The Personnel Committee will discuss potential candidates for ASI Election Committee. Following the personnel discussion, the committee proceeded to review and discuss candidates for the Elections Committee.

**K. Tripathi** inquired about the selection process of these candidates.

**E. Loredó** went on to speak on the qualifications of all the candidates and recommended the following to be appointed: **Walter Perez, Destiny Escatel, Elia Varela, Ace Maharjan, Saksham Jain, Srividya Peri.**

**The candidates were recommended to be appointed.**



**C. DISCUSSION ITEM: ASI Recreation and Wellness Committee Candidates**

The Personnel Committee will discuss potential candidates for ASI Recreation and Wellness Committee.

**K. Tripathi** went on to speak on the qualifications of all the candidates and recommended the following to be appointed: **Analiese Grajeda, Gisselle Zapeda Rocha, Mariana Lopez Tapia.**

All the candidates were recommended to be appointed.

**IX. SPECIAL REPORTS:**

No special reports.

**X. ROUND TABLE REMARKS:**

No round table remarks.

**XI. ADJOURNMENT at 11:42AM**

Minutes reviewed and approved by:

**Executive Vice President:**

Kartik Tripathi



Kartik Tripathi (Feb 10, 2026 12:58:34 PST)

Minutes approved on:

**01/28/2026**

Date:





# Personnel Committee Minutes, Jan 15th 2026

Final Audit Report

2026-02-10

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## "Personnel Committee Minutes, Jan 15th 2026" History

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