



Personnel Committee Agenda (Amended)

Meeting Called By: **David Zitser,**
ASI President

Type of Meeting: **General**

Date: **Tuesday, February 6, 2018**

Location: **U-SU Board Room 303**

Time: **3:15 –4:00 pm**

Attendees: **Executive committee, General Public**

I. Organizational Items:

- a. Call to Order
- b. Roll Call
- c. Adoption of Agenda for Tuesday, February 6, 2018
- d. Approval of Minutes for Tuesday, November 7, 2017

II. Public Forum/Announcement:

This time is allotted for members of the public or representatives to make announcements to the executive committee members

III. Action Items

- a. Policy 115 – The committee will review and take action on the policy with the recommended changes.

IV. Standing Discussion Items:

- a. Staff Midyear Feedback Update – The committee will be provided an update on the progress of the process.
- b. Official Performance Review Timeline – The committee will review the timeline.
- c. Project Lists – The committee will be updated on the projects that the Staff is undergoing.

V. Discussion

- a. Staff Workflow – The Personnel Committee will look at the Job Descriptions of ASI Staff to align them with the needs of the organization

VI. Reports

- a. ASI President: **David Zitser**
- b. ASI Executive Director: **Intef W. Weser**

VII. Action Items

VIII. Adjournment

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