



Personnel Meeting

Minutes

Day/Date: Tuesday, December 8, 2020
 Time: 4:45-5:45
 Location: Zoom
 Attendees: Personnel committee
 Type of Meeting: General Public

I. Organizational Items:

Call to order by: Chair Ledi Loot, ASI Vice President for Academic Governance @

b. Roll Call

Ma Ledi Ham Loot	Vice President for Administration	Present
Diana Chaves	President	Present
Kayla Misa	Vice President for Finance	Excused Absence
Jocelyn Vargas	Vice President for Academic Governance	Present
Analiz Marmolejo	Vice President for External Affairs and Advancement	Present
Anna Nguyen	Secretary Treasure-Rep-At-Large	Present
Ryan Yoo	Chief Justice	Present
John Vi	College of Business and Economics	Excused absence
Emily Sandoval	College of Natural and Social Sciences	Present
Susie Varela	Human Resources	Present
Carol Roberts-Corb	University President's Designee	Present
Dena Florez	Office Manager of Administration & Services	Present

c. Adoption of Agenda:

Offered By:	Diana Chavez	Seconded by:	Jocelyn Vargas
Motion to Approve Agenda for Tuesday, December 8, 2020 Consensus to Approve Agenda for Tuesday, December 8, 2020- Consensus Reached			
All in Favor	All	Opposed	Abstained
			Motion: Passes

Offered By:	Diana Chavez	Seconded by:	Jocelyn Vargas
Amend the discussion into a closed session to convert into action item to present to the board. Consensus to Amend discussion into a closed session.			
All in Favor	All	Opposed	Abstained
			Motion: Passes

d. Approval of Minutes (action):

Offered By:	Jocelyn Vargas	Seconded by:	Emily Sandoval
Motion to table Minutes from December 1,2020 Consensus to table Minutes from December 1,2020- Consensus reached			
All in Favor	All	Opposed	Abstained
			Motion: Passed

II. Public Forum

- a. This time is allotted to members of the public to address the board regarding items not included on the meeting agenda. Speaker cards are available for those wanting to speak on agenda items as listed below. Those comments will be heard as the item is introduced.

III. Discussion Items

- a. **Director of Graphics and Marketing Job description- the committee will review the reclassification job description for the graphics and marketing coordinator. (Closed Session)**
 - i. **Ledi Loot:** I am turning over this meeting to Ana since I have final exams.

Offered By:	Diana Chavez	Seconded by:	Jocelyn Vargas			
Motion to go into closed session. Consensus to go into closed session. -Consensus reached						
All in Favor	All	Opposed		Abstained		Motion: Passed

Offered By:	Diana Chavez	Seconded by:	Anna Nguyen,			
Motion to approve The reclassification, the Job description, with recommended Salary change. Consensus approve The reclassification, the Job description, with recommended salary change-Consensus reached						
All in Favor	All	Opposed		Abstained		Motion: Passed

IV. Reports -

- a. **ASI Vice President for Administration- Ledi Loot**
 - i. **Ledi-**

Offered By:	Jocelyn Vargas	Seconded by:	Emily Sandoval			
Motion to table Ledi Loot's report. Consensus to table Ledi Loot's report.- Consensus reached.						
All in Favor	All	Opposed		Abstained		Motion: Passed

- b. **Representative from the University's Office of Human Resources Management- Susie Varela**
 - i. **Susie- NONE**
- c. **University President's Designee- Carol Roberts-Corb**
 - i. **Carol- Good luck on finals, but none.**
- d. **Full Time Staff**
 - i. **Dena Florez- None, good luck as well.**
 - ii. **Gus Salazar-**

V. Adjournment

Offered By:	Jocelyn Vargas	Seconded by:	Diana Chavez			
Motion to adjourn meeting @ 5:16 Consensus to adjourn meeting @ 5:16- Consensus reached						
All in Favor	All	Opposed		Abstained		Motion: Passed

CERTIFICATION

Official Minutes taken for the ASI Board of Directors Meeting of the Associated Students, Inc., Cal State Los Angeles held on December 8, 2020, on Zoom and were approved by consensus by the A.S.I. Board of Director Committee on Thursday, January 00, 2020.

Prepared by:

Dena Florez- Recording Secretary

Anna Nguyen- Secretary/Treasurer