



# Personnel Meeting

## Minutes

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Day/Date: August 30, 2022  
Time: 3:00pm  
Location: ASI Conference Room, USU-203  
Attendees: Personnel Committee, General Public  
Type of Meeting: General

**I. Organizational Items:**  
**Call to order by: Brian Nguyen, VPA @ 3:05 PM**

**b. Roll Call**

Jaime Arellano	ASI President	Present
Brian Nguyen	Vice President for Administration	Present
Emily Chen	Secretary/Treasurer	Present
Andrew Klein	Vice President for Finance	Excused Tardy
Sasha Prakir	Vice President for External Affairs and Advancement	Excused Tardy
VACANT	Vice President for Academic Governance	
Cindy Nguyen	College of Natural and Social Sciences	Present
Susie Varela	University Human Resources	Excused Tardy
Danielle Chambers	University President's Designee	Present
Dena Florez	Associate Executive Director	Present
Barnaby Peake	Executive Director	Present

**c. Approval of the Agenda**

Offered By:	Jaime Arellano	Seconded by:	Emily Chen			
Motion to Approve Agenda for Tuesday, August 30, 2022 Consensus reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

**d. Certification of the Minutes**

Offered By:	Emily Chen	Seconded by:	Cindy Nguyen			
Motion to approve the minutes for August 9, 2022 Consensus Reached						
All in Favor	All	Opposed	0	Abstained	0	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. Informational Items**

**a. Students Staff Hiring Update**

**Amanda:** Front desk Office Assistant Alexis starts tomorrow August 31. Dastan Administrative Assistant should start in about 1- 2 weeks depending on the time of live scan.

**Brian:** When?

**Amanda:** Alexis starts tomorrow Dastan hopefully within a week or 2 based on live scan process.

**Barnaby:** We don't have anyone for Gus's student positions so please promote the positions.

**IV. Discussion Items**

**a. Program Coordinator Search**

**Barnaby:** Last meeting August 9 I mentioned the search options and now we are reaching out to colleagues, and I found a qualified candidate and hopefully share at the next BOD meeting.

**V. Action Item**

a. N/a

**VI. Reports**

- a. **Brian:** I have been working with Commissioners and just had 1<sup>st</sup> CAN of Commissioners meeting last Friday they are working on their programs and getting it ready to see it through. Also searching for a housing REP and put the word out.
- b. **Jamie:** I will help put the word out for housing Representative.

**VII. Adjournment 3:11 p.m.**

Offered By:	Jaime Arellano	Seconded by:	Cindy Nguyen			
Motion for adjournment for Tuesday, August 30, 2022 Consensus reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

**CERTIFICATION**

Official Minutes taken for the **Personnel Committee** of the Associated Students, Inc. Cal State LA held on Tuesday, August 30, 2022 in ASI Conference Room – USU 203. Consensus by the ASI Personnel Committee on Tuesday, September 27, 2022.

Prepared by:

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**Alexis Narvaez, Recording Secretary**

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**Emily Chen, Secretary/Treasurer**