



Personnel Committee Meeting

Minutes

Day/Date: August 2, 2023
 Time: 5:30-6:00 pm
 Location: USU Alhambra Room 305
 Attendees: Personnel Committee, General Public
 Type of Meeting: General

1. Organizational Items:
Call to order by: Arwa Hammad, VPA @ 5:49PM

b. Roll Call

Yahir Flores	ASI President	Present
Andrew Klein	Vice President of Finance	Present
Arwa Hammad	Vice President for Administration	Present
Cindy Nguyen	Chief of Staff	Present
Amalvin Fritz	Civic Engagement Officer	Unexcused Absence
Jacob Ramos	College of Natural and Social Sciences Representative	Present
Andrew Klein	Vice President for Finance	Present
Santhosh Kumar	Vice President for Academic Governance	Present
Dena Florez	Associate Executive Director	Present
Barnaby Peake	Executive Director	Present

C. Approval of the agenda for August 2, 2023

Offered By:	Andrew Klein	Seconded by:	Cindy Ngyuen
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Motion to adjourn the meeting.
 Consensus Reached



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D. Certification of the minutes from June 21, 2023

Offered By:	Yahir Flores	Seconded by:	Andrew Klein
Motion to Certify the minutes. Consensus Reached			

II. Public Comment: This time is allotted for the public to address the Committee regarding items not included on the meeting agenda.

III. Information Items

A. Personnel Handbook and policy revisions (Barnaby)

Barnaby: Speaks on their plan and will be talking with attorneys for employee handbooks.

B. ASI Telework Policy

Barnaby: Speaks on the policies of telework from other divisions that have their telework but also shares only some positions can have telework.

IV. Action Items

A. [Closed Session] Program Coordinator – Candidate to hire (Barnaby)

Offered By:	Yahir Flores	Seconded by:	Andrew Klein
Motion to closed session for the candidate to hire. Consensus Reached			

V. Discussion Items

N/A

VI. Reports



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N/A

VII. Adjournment

Offered By:	Andrew Klein	Seconded by:	Cindy Nguyen
Motion to adjourn the meeting. Consensus Reached			

Meeting adjourned @ 6:12 p.m.

CERTIFICATION

Official Minutes taken for the **Personnel Committee** of the Associated Students, Inc. Cal State LA held on Tuesday, August 2, 2023, in USU-Alhambra Room 305. Consensus by the ASI Personnel Committee on February 13, 2024.

Prepared by:

Alexis Narvaez, Recording Secretary

Cindy Nguyen, Chief of Staff