



# PERSONNEL Committee Meeting

## Minutes

Day/Date: Tuesday, March 11, 2025  
Location: Alhambra Room, U-SU Room 305  
Type of Meeting: General

Time: 3:00-4:00 PM  
Attendees: Committee Members, General Public

### I. Organizational Items:

**A. Call to order by: Yahir Flores, ASI President @ 3:07 pm**

**B. Roll Call**

Cindy Nguyen	Chief of Staff	Excused Absence
Yahir Flores	ASI President	Present
Leslie Vega	Vice President for Community Engagement	Present
Alonso Villanueva Serrano	Vice President for Finance	Present
Arwa Mohamed Hammad	Vice President for External Affairs	Unexcused Tardy
Daniel Ruiz	Vice President for University Affairs	Unexcused Absence
Diana Rangel	College of Ethnic Studies Rep.	Present
Ananya Sharma	College of Natural & Social Sciences Rep.	Present
Blanca Martinez-Navarro	AVP for Student Affairs & Enrollment Management and Dean of Students	Excused Absence
Barnaby Peake	ASI Executive Director	Present
Dena Florez	Associate Executive Director	Present
Gus Salazar	Director of Graphics and Marketing	Present
Guests of the Gallery		

### C. Adoption of the Agenda

Offered By:	Alonso Villanueva Serrano	Seconded by:	Diana Rangel			
Motion to approve the Agenda for Tuesday, April 15, 2025						
Consensus reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

### D. Approval of the [Minutes](#)

Offered By:	Alonso Villanueva Serrano	Seconded by:	Ananya Sharma			
Motion to approve the Minutes for Tuesday, March 11, 2025						
Consensus Reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

**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. TIAA Retirement Plan Updates

**Dena:** Keeps everyone informed about the workload this has created. The first case was processed this past Friday, ASI is now operating independently and back up and running.

**Barnaby:** Everyone has been following the updates on the USU plan for the past two years. It's been

a long process, but this final step now enables ASI to operate independently while remaining under the University system's umbrella. Unfortunately, there were seven missed pay periods that ASI will need to make up, but the good news is that they are now back up and running.

**B. Feedback survey for full-time employees**

**Barnaby:** Collected feedback from all leaders regarding staff. Yahir and Blanca will provide their feedback. He wants leaders to offer constructive feedback for full-time staff and will give them a couple of weeks to submit it.

**Alonso:** Asked whether the data should be used to show how professional staff impact student roles through support, guidance, and resources, and if that could be included as a category in the impact report.

**Barnaby:** Agreed that it's good feedback but emphasized that the focus is ensuring professional staff are helping in student roles. Suggested Alonso could write that staff support was impactful, but clarified that the survey is primarily focused on performance.

**Yahir:** Shared that he and Blanca will be sending surveys to all leaders regarding Barnaby. They would like to gather leaders' perspectives to include in his evaluation and to ensure his responsibilities as Executive Director are being fulfilled.

**IV. Discussion Items**

**V. Action Items**

**A. Employee retirement make-up payments [Closed Session]**

Offered By:	Ananya Sharma	Seconded by:	Alonso Villanueva Serrano			
Motion to go into closed session Consensus reached.						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

***Returned from closed session, and the motions presented were approved***

Offered By:	Diana Rangel	Seconded by:	Leslie Vega			
Motion to approve Employee retirement make-up payments Consensus reached.						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

**B. Student Assistant Handbook Revisions**

**Barnaby:** Shared updates to the Student Assistant Handbook regarding eligibility, including the requirement to maintain a GPA each semester, along with outlining all related responsibilities.

**Dena:** Added that student assistants cannot work full-time (40 hours per week). There is some flexibility to allow up to 30 hours if "all hands-on deck" are needed. For example, if Alexis reaches 999 hours, she would be asked to take time off during Thanksgiving break to avoid going over the limit.

**Alonso:** Asked how student hours are monitored.

**Dena:** Confirmed that hours are monitored biweekly and provided examples. She also clarified that student assistants are not guaranteed 20 hours per week.

Offered By:	Diana Rangel	Seconded by:	Ananya Sharma			
Motion to approve Student Assistant Handbook Revisions Consensus reached.						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

**VI. Reports**

**A. Voting Membership**

**Ananya:** *(Inaudible)*

**Alonso:** Reported that he is meeting with Ashley to discuss upcoming events and proposals. He

also met with Yahir regarding the impact report and the budget. That concludes his report.

**B. Advisors**

**Dena:** Shared that the TIAA retirement plan is finally being implemented, and ASI is now managing it independently.

**VII. Adjournment**

Offered By:	Ananya Sharma			Seconded by:	Diana Rangel		
Motion to adjourn the meeting at 3:57 pm Consensus to adjourn the meeting - Consensus reached.							
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed	

**CERTIFICATION**

Official Minutes taken for the ASI Personnel Committee Meeting of the Associated Students, Inc., Cal State Los Angeles held on April 15, 2025, in Alhambra Room - U-SU Room 305, University Student Union Building and were approved by consensus by the ASI Personnel Committee on Tuesday, September 9, 2025.

Prepared by:

\_\_\_\_\_  
Alexis Narvaez - Recording Secretary

\_\_\_\_\_  
Gabriel De La Rosa - Chief of Staff