



Personnel Committee Meeting

Minutes

Tuesday, July 29, 2014

4:00 pm-4:30pm U-SU Board Room #303 AB

Attendees: Personnel Committee & General Public

I. Organizational Items:

a. Call to Order

The meeting was called to order at 4:03 PM

b. Roll Call

Shane Vera	<i>President</i>	✓Present
Dean Truong	<i>Vice President for Administration</i>	Late <u>Excused</u> 4:05
Nicholas Carrillo	<i>Vice President for Academic Governance</i>	✓Present
Vacant	<i>Vice President for Finance</i>	
Ruth Ramos	<i>Secretary/ Treasurer</i>	✓Present
Paolo Galicia	<i>College of Engineering, Computer Science and Technology</i>	✓Present
Emmanuel Solis	<i>College of Arts and Letters</i>	✓Present
Tanya Cabrera	<i>Chief Justice</i>	✓Present
Intef W. Weser	<i>Executive Director</i>	✓Present
Letycia Gomez	<i>University President's Designee</i>	✓Present
Guests of the Gallery		

c. Adoption of Agenda (action):

Offered By:	Ruth Ramos	Seconded by:	Paolo Galicia
Motion to approve the adoption of Agenda for Tuesday, July 29, 2014. Discussion: Under new business. Add Policy 106			
All in Favor	All	Opposed	0
		Abstained	0
		Motion:	Passed

d. Approval of Minutes (action):

Offered By:	Ruth Ramos	Seconded by:	Dean Truong
Motion to approve the minutes for <u>July 15, 2014</u> .			
All in Favor	All	Opposed	0
		Abstained	0
		Motion:	Passed

II. Public Forum/Announcement:

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

- ✦ None.

III. New Business:

- a. **Quarterly Evaluations for full time staff: The committee will discuss the possibility of having quarterly evaluations for full time staff.**

- ✦ Nicholas Carrillo: Quarterly evaluations of full time staff will be smoother and more effective.
- ✦ Emmanuel Solis: Should be done for college reps also.
- ✦ Intef Weser: A review of policy 106 was reviewed. Student evaluation would be reviewed at Executive Committee.

IV. Discussion

a. Distribution of fulltime staff evaluations: The committee will discuss who gets to evaluate full time staff.

- ✦ Shane Vera: Board of directors already has the opportunity to evaluate full time staff. Full time staff would be reviewed. Student assistants and A.S.I. elected members- Administrative staff meetings, VPA would attend.

Offered By:	Nicholas Carrillo	Seconded by:	Ruth Ramos			
Motion to extend meeting by five minutes.						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

V. Reports

a. A.S.I. President: Shane Vera

- ✦ Welcome Ashley.
- ✦ Be on time to meeting.

b. A.S.I. Staff: Intef W. Weser

- ✦ None.

VI. Old Business

VII. Adjournment

Offered By:	Dean Truong	Seconded by:	Ruth Ramos			
Motion to adjourn the meeting at <u>4:35</u> pm.						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

Associated Students, Inc.
Personnel Committee Meeting
Summary of Actions Taken
Tuesday, July 29, 2014

I. Organizational Items:

a. Call to Order

The meeting was called to order at 4:03 PM

b. Roll Call

c. Adoption of Agenda (action):

Offered By:	Ruth Ramos	Seconded by:	Paolo Galicia			
Motion to approve the adoption of Agenda for Tuesday, July 29, 2014. Discussion: Under new business. Add Policy 106						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

d. Approval of Minutes (action):

Offered By:	Ruth Ramos	Seconded by:	Dean Truong			
Motion to approve the minutes for <u>July 15, 2014.</u>						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

Offered By:	Nicholas Carrillo	Seconded by:	Ruth Ramos			
Motion to extend meeting by five minutes.						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

VII. Adjournment

Offered By:	Dean Truong	Seconded by:	Ruth Ramos			
Motion to adjourn the meeting at <u>4:35 pm.</u>						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

CERTIFICATION

Official Minutes taken for the **PERSONNEL COMMITTEE MEETING** of the Associated Students, Inc., CSULA held on Tuesday, July 29, 2014 in the U-SU 303AB. Approved by the A.S.I. Personnel Committee on: Tuesday, August 12, 2014.

Prepared by:

Dena Florez, Office Manager of Administration and Services

Recording Secretary

Confirmed by:

Ruth Ramos

Secretary/Treasurer